

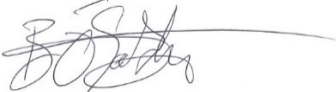
## **COVID-19 Policy Statement**

**GAELSCOIL CHNOC NA RÉ** is committed to providing a safe and healthy workplace for all our staff and a safe learning environment for all our pupils. To ensure that, we have developed and updated the following COVID-19 Response Plan. The BOM and all school staff are responsible for the implementation of this plan and a combined effort will help contain the spread of the virus. We will:

- continue to monitor our COVID-19 response and amend this plan in consultation with our staff
- provide up to date information to our staff and pupils on the Public Health advice issued by the HSE and Gov.ie
- display information on the signs and symptoms of COVID-19 and correct hand-washing techniques
- agree with staff, a worker representative who is easily identifiable to carry out the role outlined in this plan
- inform all staff and pupils of essential hygiene and respiratory etiquette and physical distancing requirements
- adapt the school to facilitate physical distancing as appropriate in line with the guidance and direction of the Department of Education
- keep a contact log to help with contact tracing
- ensure staff engage with the induction / familiarisation briefing provided by the Department of Education
- implement the agreed procedures to be followed in the event of someone showing symptoms of COVID-19 while at school
- provide instructions for staff and pupils to follow if they develop signs and symptoms of COVID-19 during school time
- implement cleaning in line with Department of Education advice

All school staff will be consulted on an ongoing basis and feedback is encouraged on any concerns, issues or suggestions.

This can be done through the Lead Worker Representative(s), who will be supported in line with the agreement between the Department and education partners.

  
Síniú: \_\_\_\_\_  
/8/2021  
**Bartley Ó Gabháin, Cathaoirleach**

**Dáta: 2624**

# Response Plan for Re-opening of the School

## Introduction

On 27th July 2020, the Department of Education published guidelines for reopening schools. These were updated during February 2021 in advance of the re-opening of schools in February and March 2021. They were further updated in August 2021 in advance of the 2021-2022 school year. ***This policy was in initially drawn up during July and August 2020 and has been reviewed a number of times. This latest update is dated August 26<sup>th</sup> 2021.***

Our 'Return to School Plan' has been guided by the [revised Covid-19 Response Plan for Schools \(click to access\)](#) published by the Department of Education in August 2021 and follows the completion of a risk assessment to take account of the risks associated with Covid 19 and plan accordingly for a safe reopening for all and provide for a sustainable long-term return to school. The plan may change as guidance from the relevant Government Departments is received during the course of the year and as the school monitor and review practices.

It is critical that staff, pupils, parents and visitors are aware of, and adhere to, the control measures outlined and that they fully cooperate with all health and safety requirements. The best ways to prevent the spread of COVID-19 in a workplace or any setting is to practice physical distancing, adopt proper hand hygiene, follow respiratory etiquette and increase ventilation. We very much value your support and compliance in implementing the measures contained in this plan so that we can ensure the safety, health and well-being of all members of the school community.

## Underlying Principles

- The school has a responsibility to make every effort to ensure the safety, health and well-being of all members of our school community – children, parents and staff. This plan has been formulated to better ensure that the school can exercise that duty of care.
- Assuming it is in keeping with public health advice and guidelines issued by the Department of Education, it is preferable for all children to return to school for all five days of the school week and for a full school day. This plan has been formulated to achieve that aim.
- It is not possible to eliminate the risk of infection. However, with the co-operation of all members of our school community, it is possible to minimise the risk of the virus being introduced to school and the consequent risk of its spread.
- As well as co-operation, the flexibility and goodwill of all will be required to ensure the plan can be implemented.

## Lead Worker Representative

The school staff has selected the following to be the Lead Worker Representative (LWR): **Katriona Uí Chiarragáin.**

The Deputy LWR is: **Síle Nic Suibhne**

### **Symptoms of coronavirus**

In order to prevent the spread of COVID-19 it is important to know and recognise the symptoms of coronavirus (which includes the DELTA variant). They are:

**Common symptoms of coronavirus include:**

- a fever (high temperature – 38 degrees Celsius or above).
- a new cough – this can be any kind of cough, not just dry.
- shortness of breath or breathing difficulties.
- loss or change in your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal
- Fatigue
- Aches and Pains

**Other uncommon symptoms of coronavirus include:**

- sore throat
- headaches
- runny or stuffy noses
- feeling sick or vomiting
- diarrhoea

For the complete list of symptoms, please refer to the HSE Website. (<https://www2.hse.ie/conditions/covid19/symptoms/overview/>) Symptoms may be subject to change so regular review of the HSE Website is advised.

Infection with the virus that causes COVID-19 can cause illness, ranging from mild to severe, and, in some cases, can be fatal. It can take up to 14 days for symptoms to show. They can be similar to symptoms of cold and flu. If you have any symptoms of COVID-19 (coronavirus), self-isolate (stay in your room) and phone your family doctor straight away to see if you need a free COVID-19 test. Getting an early diagnosis means, you can get the help you need and take steps to avoid spreading the virus, if you have it.

If you do not have symptoms, you can get a free COVID-19 (coronavirus) test at a COVID-19 walk-in test centre. <https://www2.hse.ie/conditions/covid19/testing/walk-in-test-centres/>

### **Minimising the Risk of Introduction of COVID-19**

Please note the following infection controls:

- staff and pupils that have symptoms should not attend school, should phone their doctor and should follow HSE guidance on self-isolation;
- staff and pupils should self-isolate or restrict their movements at home if they display any signs or symptoms of COVID-19 and contact their family doctor to arrange a test
- staff and pupils, should follow the HSE advice if they are a close contact of a suspected/ confirmed case of Covid-19
- if they have travelled outside of Ireland, staff and pupils should consult and follow latest Government advices in relation to foreign travel at <https://www.gov.ie/en/publication/77952-government-advice-on-international-travel/>
- staff and pupils that develop symptoms at school should bring this to the attention of the Principal promptly;
- staff and pupils will know the protocol for managing a suspected case of COVID-19 in school;
- staff and pupils should cooperate with any public health officials and the school for contact tracing purposes and follow any public health advice in the event of a case or outbreak in the school;
- everyone entering the school building needs to perform hand hygiene with a hand sanitiser;

- visitors to the school during the day should be by prior arrangement and should be received at a specific contact point;
- physical distancing (of 2m) should be maintained between staff and visitors where possible.

### **Assumptions**

- All children return to school and classes operate within a bubble system
- The guidelines state that children from Junior Infants to 2nd Class are not required to physical distance. Children from 3rd-6th class are expected to keep a distance of 1m where possible. Rooms have been configured accordingly.
  - Naíonáin go Rang 2 are not required to social distance and will be placed in pods of four to six children within their class referred to as 'neadacha'. They will stay in the same pod for a number of weeks.
  - Within each class from Rang 3 to Rang a 6, the children will be seated one metre apart to maximise physical distancing as recommended.
  - Changes to seating plans/neadacha etc. will generally take place immediately following a prolonged school break (mid-term, Christmas, Easter etc.) However, if necessary changes can be made over a weekend and commencing on a Monday morning (i.e. a minimum 48 hours to have elapsed) with relevant space/tables/chairs disinfected thoroughly.
- The school will be split into 2 groups with each group having 2 x 20-minute breaks at staggered times for each group:
  - GRÚPA 1: Naíonáin to Rang a 2 – 10:20 and 12:20
  - GRÚPA 2: Rang 3 to Rang a 6 – 10.45 and 12.45
- Hand sanitiser will be available at all entry points and in all class and support rooms.
- Staff will try to maintain physical distance from children when they can, and will wear face coverings and other PPE as advised in HPSC and Departmental guidelines.

### **Physical Distancing**

The school will apply physical distancing in a sensible and practical way. Physical Distancing will be achieved in two ways: -

#### ***Increasing Separation.***

- The guidelines state that children from Junior Infants to 2<sup>nd</sup> class are not required to physically distance. Children from 3<sup>rd</sup> to 6<sup>th</sup> are expected to keep a distance of 1m where possible. Rooms have been configured accordingly.
- Staff will be separated into two pods consisting of up to eight adults. These staff members will share break time, work spaces and supervision duties.

#### ***Decreasing Interaction.***

- This will be achieved by decreasing the potential for children from different bubbles to interact.
- Each class will be a 'Bubble'. Contact between bubbles will be limited and break times will be staggered.
- Junior classes will be divided into groups, or 'Pods' with a 1metre distance between each pod.

- Senior classes will be required to observe 1m social distance from each other.
- There will be separate routes for various class levels to enter and exit the school and to access their classrooms. Class levels will have different mid-morning and lunch-time access to the playground. Class levels will have two 20-minute breaks using designated zones only on the yard.
- Drop-offs and collections have been staggered to help avoid congregation.

### Drop Off and Collection Times

Schools must “**limit interaction on arrival and departure from school.**” To help reduce the amount of traffic around the school grounds, children are asked to walk, cycle, scoot to school if at all possible.

To minimise the risks, and help maintain social distancing, **the children are not permitted onto school grounds before 8.40am.** The following arrival and departure procedures have been put in place

### Start of School Day

- **8.40** All staff to be present to support the arrival of pupils; Class teachers to be in their classrooms; SETs, SNAs and Principal supervise the arrival of pupils (by rota).
- **8.40 – 8.50** Arrival of buses  
Arrival of Children with no siblings
- **8.50 – 9.00** Arrival of Children with siblings.
- Children will go straight to their class room every morning. There will be no línte or congregating on yard.
- Children from Naíonáin Shóisir (Múinteoir Yvonne) will use the main front door. Children from Naíonáin Shinsir (Rang Jade) will use the entrance door of St Mary’s. Children in prefabs go straight to their prefab.
- Children will sanitise upon entering the school (there will be a sanitisation point at each entrance).
- Children will hang their coats on the back of their chairs in order to avoid congregating at the coat hangers.
- We ask for co-operation with these times as it will mean that the numbers on school grounds at any one time will be minimised.
- No adults, other than staff members, should enter the school building or classrooms and admittance beyond drop-off points will not be permitted except by appointment only.
- Messages for teachers can be sent through Aladdin Connect, by email or by phoning the school office.

### End of School Day

When the school day for each class is over the following staggered arrangements will apply:

- **1.20 Departure of Naíonáin** (parents to wait on designated markers to front of school for children in Naíonáin Shóisir and on the steps for Naíonáin Shinsir)
- **1.30 Thuas Staighre (Naíonáin)** – children receiving afterschool care proceed upstairs.
- **2.10 Departure of children going home by bus.** School buses will have their own guidance about seating and masks.
- **2.15 Departure of Ranganna 2, 5, 6 agus 5&6.**
- **2.20 Departure of Ranganna 1, 3 agus 4.**  
Children walking home exit the yard to the left and go home via the footpath.  
Children being collected exit the yard to the right and go home via pitch side gate and tunnel.  
Children waiting for siblings wait on the red circles marked to the front of the school.

- Adults, who are collecting their children from school at the end of the day, should wait at the designated markers on the steps with social distance observed. Adults should leave the collection area once children have been collected in order to avoid congestion. **Please follow the 2 way system in place.**
- Staff (by rota) will supervise departure from 2.10 until all children have departed and/or have been collected.
- We ask for co-operation with these times as it will mean that the numbers congregating on school grounds at any one time will be minimised.

**It is imperative that**

- Adults do not come within 2m of each other.
- Parents do not try to have meetings with members of staff in the playground at drop-off and collection times – meetings between parents and teachers can only take place by prior arrangement. It is hoped that most correspondence will be able to take place via email or phone.
- All parents adhere to the drop-off and collection plans as outlined.
- We would ask all parents to familiarise themselves with the drop-off and collection routines for the safe delivery and collection of pupils from school. Please be patient as we endeavour to embed these necessary precautionary and protective practices at the beginning of the school year. As problems arise the routine will be altered if necessary.

**Carpark**

**Please note the following organisation of the school car park**

- There will be no parking to the front of the school except for staff.
- There will be a designated 'drop and go' area at the front of the school. Strictly no parking will be allowed in this area.
- There will be a designated bus drop area to the front of the school.
- Parking if required will be to the rear of the pitch. Children arriving by car may be left to the gate adjacent to the viewing steps and will follow the footpath to access school grounds. Adults will not be permitted beyond this point.
- **Please follow the 2 way system in place.**

**Collection of Children during the School Day**

If an adult has to collect a child during the course of the school day, the following arrangements will apply:

- When the adult arrives at the school, they should either phone the office or use the intercom at the front door of the school to alert the office that they have arrived. The office will inform the class teacher.
- The adult who is collecting will be asked to sign the child out. The book will be available at the reception desk inside the door of the main building. Please sanitise your hands on entering the building and wear a mask at all times. No adult should enter the school building, unless invited to do so.
- Once the child has been signed out parents can proceed to collect their child from the area specified - the isolation area (in the case of illness) or classroom (if child is well and collection is not related to illness) or as otherwise arranged.
- Parents must remain outside of the classroom at all times and the children will exit to meet with parents.
- If collecting a child during a break-time, please wait at the side gate and advise the teacher on duty who will assist in bringing the child to you.

### Yard time and breaks

- There will be 2 break times, each of 20 min. duration. These break times will be staggered.
- The risk of transmission is reduced by being outside. The length of interaction on yard is also reduced to a maximum of twenty minutes as opposed to 30 minutes previously.
- Each class level will be designated a zone.
- Children will walk to and from their zone via a defined pathway.
- Children will remain with their own class outside on yard at break time.
- Children will be asked to use the toilets before going onto the yard. In the event that a child does need to use the toilet he/she will be required to follow a designated pathway to return to his/her own classroom.
- At the end of each break children will line up at a distance of at least a metre from each other in their own zone, before their teacher arrives to bring back to class.

### Ventilation

The Department has published guidance setting out the practical steps for good ventilation in accordance with public health advice '*Practical Steps for the Deployment of Good Ventilation Practices in Schools*' The guidance sets out an overall approach for schools that windows should be open as fully as possible when classrooms are not in use (e.g. during break-times or lunch-times (assuming not in use) and also at the end of each school day) and partially open when classrooms are in use. The guidance provides that good ventilation can be achieved in classrooms without causing discomfort, particularly during cold weather. The Department has also published guidance regarding on how these practical steps measures can be supplemented and enhanced by the use of Carbon Dioxide (CO<sub>2</sub>) monitors. Links to all aforementioned guidance can be accessed [here](#).

### Resources

The Department of Education and Science have not given any guidelines regarding these items but a common-sense approach should be followed. We have reviewed the guidelines set out in the interim recommendations for the reopening of schools and educational facilities from the Health Protection Surveillance Centre (HPSC) and adapted guidance aimed at risk minimisation to our own school setting.

The following practices will be implemented:

- There will be restrictions on handing out resources in class, such as books copies etc. Children will keep all their belongings at their own place. Each child will have their own individual covered storage box (provided by the school) for school books, copies and stationery (pens, pencils, colours etc.) and which will remain in school (children will need a second set for home, therefore) It is important that your child have all the stationery that they need and replenished as necessary as they will not be able to share with their classmates.
- By necessity, some classroom equipment needs to be shared including tablets, laptops and the equipment used for structured activities and play in Infant classrooms. Cleaning of such shared equipment in accordance with HPSC guidelines will take place at regular intervals to minimise the risk of the spread of infection.
- Children will be required to have a set of crayons/twistables/sharpies as well as any items mentioned on class booklists. Teachers may assign resources such as paint brushes, glue, scissors etc. to each child for the year as needed. These will be stored in the child's box.
- While hand sanitiser will be provided we would recommend that children have their own hand sanitiser and box of tissues which are **labelled** coming to school. **These should be replaced when empty**
- Parents must ensure that all of the child's equipment/books/copies are labelled with the child's name as equipment/books cannot be shared.
- Parents are to ensure that their child knows and uses the protocols around coughing/sneezing/use of tissues/hand sanitisers prior to returning to school.

- Parents must ensure that all **books /lunch boxes/water bottles** are sanitised using alcohol wipes before being placed in the child's schoolbag.
- Water bottles are to be filled at home.
- All P.E. equipment will be wiped/sprayed after use.
- We would ask parents to ensure that children do not have any unnecessary items such as toys in their schoolbag. We recommend choosing lunchboxes, bottles and pencil cases that are easy to clean, as they will need to be cleaned frequently. Cloth lunchboxes should be avoided as they will require frequent washing.
- Parents must make sure that children bring their lunches to school to avoid adults having to come to the school during the day. Children will not be allowed to share their food or drinks with other children.
- Children will eat their lunches at their desks, as per our usual practice.
- Coats will be stored in children's boxes or on the back of their chairs.
- Homework will be postponed for the months of September and October and will resume in November.

#### **Uniforms:**

- Children's uniforms must be clean and washed regularly as a child may have coughed or sneezed into their sleeve as per coughing protocols.
- Parents should change their child's uniform at least twice during the week and they must be washed after use. This can include the PE uniforms.
- PE uniforms may be worn on alternate days. Please note that PE will be weather dependant as we will not be using the HALLA for the foreseeable future.
- As a school we strongly advise that children should wear their school uniforms or tracksuits only for school related activities. Uniforms or tracksuits should be taken off straight after the child arrives home from school for the day. They should not be worn in after-school facilities, shops, during after-school activities, etc.
- Children in the junior end of the school should wear Velcro shoes.

#### **Restricting movement.**

- Staff will be required to complete a return to work form at least three days prior to their return to confirm their fitness to return to work
- Non-essential visitors will not be permitted in the school building.
- There will be a restriction placed on the movement of adults and children around the school.
- **Visitors/contractors will be by appointment only** and a strict **contact log of visitors** will be kept at the front door.
- Parents must report to the office in the event that they need to collect early and follow the procedure as set out.
- Parents will not be allowed to drop items to their child's classroom (if a child forgets their lunch for example). Parents must report to the office and leave items with the secretary.
- Activities which require classes to gather together in the halla such as Taispeántais, Tionól, etc will not go ahead this year.
- PE will take place outdoors and weather permitting

#### **Cleaning and Hygiene**

- In accordance with DES and HPSC guidelines, a strict cleaning regime will be implemented.
- Contactless Hand sanitisers have been installed at entry and exit points throughout the school and also at a number of points on school grounds.
- Warm water and soap is available in all classrooms and an extra sink unit has been installed in each class.



- Hand and Respiratory hygiene will be promoted and encouraged on a continuous basis.
- Considerable removal of furniture and resources has been undertaken to allow for this stricter cleaning regime.
- The school will be thoroughly cleaned once per day and cleaning will also be carried out throughout the school day to high use areas and touched surfaces e.g. door handles, eating areas, toilets, etc.
- All staff will be provided with their own set of cleaning products for use and will be required to maintain the cleanliness of their own work area throughout the day.
- Waste will be collected at set times throughout the day from all areas.
- We have purchased a fogging machine which is highly effective and efficient in a school context. It is environmentally friendly, safe and touch dry within minutes. This will be used to sanitise rooms in addition to regular cleaning. Fogging will not be carried out in a room when children are present.
- To ensure that classrooms are well ventilated, windows will be kept open as often as possible, and will be opened while children are taking breaks in the playground.
- Windows should be opened when children are singing as a group, or when they are playing musical instruments.
- Staff must use and clean their own equipment and utensils.

## PPE

- If a teacher or SNA **cannot stay 2m** away from a child or during lengthy interactions, then a mask or visor will be worn by the adult. Examples may be in one-to-one teaching where you need close contact or in the provision of intimate care and first-aid. In general we recommend that staff wear face coverings at all times.
- Social distance of 2m is required between adults and face masks or visors must be worn in all circumstances where this cannot be maintained.
- Where a teacher has to move between classrooms a mask or visor must also be worn and hygiene etiquette followed.
- For instances of first aid, a mask or visor must be worn.
- **Under current guidelines children are not required to wear masks, however, they are permitted to wear masks if they so wish.** Please note the advice on this issue is subject to ongoing review and may change in line with evolving public health guidance.
- In a case where a child is isolated as a suspected case of Covid-19, they will be required to put on a disposable mask provided by the school while waiting to be collected/leaving the premises.

## Illness and Dealing with a Suspected Case of COVID-19

### **Persons who should not attend school**

If a member of staff or pupil is in one of the following categories, they should not attend school and follow the guidelines as laid out by the Department/HPSC/HSE –

- have been diagnosed with Covid-19
- have been in close contact with a person who has been diagnosed with Covid-19
- have a suspected case of Covid-19 and the outcome of the test is pending
- have been in contact with a person who has a suspected case of Covid-19 and the outcome of the test is pending
- have underlying health conditions and have been directed by a medical professional not to attend school. If it is not safe for a child in this category to return to school please let us know.
- have returned home after travelling abroad and who must self-isolate according to current guidelines.
- are generally unwell

### **Dealing with a Suspected Case of COVID-19**

Two designated isolation rooms have been created and are located to the rear of the school and upstairs in the main school building.

If a staff member/pupil displays symptoms of COVID-19 while at school the following procedures will be implemented:

- If the person with the suspected case is a pupil, the parents/guardians will be contacted immediately; To help us in this regard, parents are asked to make sure that their contact details are kept up to date at all times.
- The child will be accompanied to the designated isolation area via the isolation route by a member of staff. Where possible, the staff member will remain at least 2 metres away from the symptomatic child and will also make sure that others maintain a distance of at least 2 metres from the symptomatic child at all times
- A staff member caring for a pupil will wear a face covering or mask. Gloves will not be used as the virus does not pass through skin;
- The person presenting with symptoms will be provided with a mask. He/she should wear the mask if in a common area with other people or while exiting the premises;
- The school will assess whether the individual who is displaying symptoms can immediately be directed to go home/be brought home by parents who will call their doctor and continue self-isolation at home;
- The school will facilitate the person presenting with symptoms remaining in isolation if they cannot immediately go home and facilitate them calling their doctor. The individual should avoid touching people, surfaces and objects. Advice will be given to the person presenting with symptoms to cover their mouth and nose with the disposable tissue provided when they cough or sneeze and put the tissue in the waste bag provided;
- If the person is well enough to go home, The school will arrange for them to be transported home by a family member, as soon as possible and advise them to inform their general practitioner by phone of their symptoms. Public transport of any kind will not be used;
- If they are too unwell to go home or advice is required, The school will contact 999 or 112 and inform them that the sick person is a Covid-19 suspect;
- The school will carry out an assessment of the incident which will form part of determining follow-up actions and recovery;
- The school will arrange for appropriate cleaning of the isolation area and work areas involved

The HSE will inform any staff/parents who have come into close contact with a diagnosed case via the contact tracing process. The HSE will contact all relevant persons where a diagnosis of COVID-19 is made. The instructions of the HSE should be followed and staff and pupil confidentiality is essential at all times. School staff will be encouraged to download the HSE COVID-19 tracker app to assist Public Health for contract tracing purposes.

***It is important to remember than any of us can get sick or unwell, and if we do, we need understanding and support from those around us. It is essential that anyone who feels unwell makes that known to the Principal/Deputy Principal as soon as possible.***

### **Impact of a Suspected or Confirmed Case of Covid-19 in a Class**

If the school is notified that a person in your child's class has a suspected or confirmed case of Covid-19 Public health advice will be sought and followed and all relevant guidelines will be adhered to.

### **Supporting the Learning of Children who cannot attend school**

- If a child is not able to attend school for an extended period of time, the class teacher (and/or the Special Education Teacher, where relevant) will provide work to support the child's learning at home and this will be shared with parents/guardians.

### **COVID-19 Related Absence Management (Staff)**

COVID-19 related absences will be managed in line with agreed procedures with the Department of Education.

### **Teacher or SNA Absence and Substitution**

If a teacher/SNA is unable to attend school, every effort will be made to secure a substitute teacher/SNA for the class/pupil. A supply panel has been established to help provide substitution cover for schools in the region. If a substitute teacher/SNA is not available, it is not appropriate for the class/pupil to be divided into groups and accommodated in other classes. In such circumstances, a member of the SEN team may be asked to take that class or if none is available the Principal will be required to do so. This is in line with the procedure set out in guidelines issued from the Department of Education and Science to cover substitutions.

A copy of the Covid-19 Response Plan will be provided to each substitute teacher/SNA. Substitutes will be required to complete a Return to the Workplace form before they enter a classroom and will be asked to confirm that they have engaged in the online Induction training.

### **Teaching and Learning**

It is of primary importance that pupils can settle happily back into school and that they can pick up and progress in their learning, experiencing as full and as enjoyable a curriculum as possible. There will be a strong emphasis placed on wellness and wellbeing, particularly in September as children adjust to school and their new class and teacher. Particular attention will also be given to the importance of handwashing, respiratory etiquette etc and children and staff will be familiarised with school norms throughout the month of September, as well as the importance of personal hygiene.

### **Remote Learning**

- Aladdin will continue to be used for communication between parents and teachers.
- Seesaw will continue in all classes as an online forum for homework and distance learning.

### **MAINSTREAM CLASSROOMS**

- Each class will be its own bubble and will not mix with other classes.
- Wall mounted hand sanitiser located in each classroom.
- Children will have assigned seating and chairs will be labelled with the child's name.
- All excess furniture will be removed from the classroom where possible to provide extra space.
- Teachers will restrict movement of pupils around the classroom where possible.
- The use of shared resources will be restricted as much as possible. If shared resources are used, they will be cleaned between use and children will wash/sanitise hands before and after use.

- Children to use their own individual resources where possible. All items to be clearly labelled and stored individually for access by that child only. Individual books/resources to be stored in childrens' boxes. Pencil case and its contents will remain in school.
- Teachers will have a few individual sets of resources to loan children who may be without. These sets are to be allocated to that child and not shared.
- Use of face coverings available for all staff. Face masks are mandatory for staff (unless specific medical condition inhibits wearing of one). Storage in sealable bags.
- Posters outlining correct handwashing procedures displayed at every handwashing station.
- Teachers to sanitise hands regularly when correcting/marking books and copies.
- Children in the older classes may correct their own work under teacher supervision.

### **Learning Support/Special Education Teaching**

Our usual practice is to provide support to pupils based on what is known as the Continuum of Support. This is a tiered system that provides Whole School and Classroom Support for all pupils, additional School Support for some pupils, and School Support plus extra targeted intervention for a few pupils with complex needs.

- Special Education Teachers (SETs) will be assigned according to the needs of the children, while minimising rotation between classes where possible.
- In keeping with our Special Educational Needs Policy, we will continue to provide a blended approach of in-class support and withdrawal.
- Where a SET is working alongside a class teacher in a classroom, both teachers will be mindful of maintaining social distance from one another.
- In the case of withdrawal of children to the SET room, groups of children will be from the same Class Bubble.
- All children will sanitise hands on entering and exiting the SET room.
- All excess furniture will be removed from the classroom where possible to provide extra space.
- The use of shared resources will be restricted as much as possible. If shared resources are used, they will be cleaned between use and children will wash/sanitise hands before and after use.
- Children will have individual resources where possible, stored in zip wallets and all items clearly labelled with name of child. These resources are not to be shared.
- Perspex screen will be available along with face coverings for staff. Face masks are mandatory for staff (unless specific medical condition inhibits wearing of one). Storage in sealable bags.
- The Perspex screen, tables, chairs, door handles and shared resources will be cleaned between groups
- PPE equipment will be available for intimate care with guidelines on correct use and disposal displayed.
- Posters outlining correct handwashing procedures will be displayed at every handwashing station.

### **Physical Education and P.E. Equipment**

Physical Education lessons will take place outside when the weather allows. Staff members and pupils may take additional breaks outside during the school day. All classes are encouraged to participate in 'The Daily Mile'.

### **ICT**

A timetable will be drawn up for the use of common ICTs. Devices should be cleaned after use and before they are returned to the charging trolley.

### **Parent/ Teacher Meetings**

Parent/Teacher Meetings may take place via phone or Zoom.

### **Visiting Teachers/Coaches**

The possibility of facilitating extra-curricular activities such as Dancing, Coaching for games, Safe Cycling course, etc. will be explored. However, it is not recommended that children from different bubbles would participate in extra-curricular activities at the same time, for example, during music lessons.

### **Assemblies**

Weekly school Assemblies will be held via Zoom

### **Office**

- Parents/Guardians are asked to co-operate in helping to keep school staff safe by using online payments.
- Children should not be sent to the Secretary's Office or to the Reception area to deliver messages.
- As far as possible, staff members should not enter the Office area and should speak with the Secretary via phone.

### **Photocopying.**

Any staff member who uses the photocopier should clean it down after use with the wipes provided.

### **Staffroom**

- A wall mounted hand sanitiser dispenser will be located in the staffroom and staff will practice hand hygiene on entering and exiting the room.
- All staff members should maintain a physical distance of 2 metres when they are not engaged in teaching e.g. when they are using the staff room and arriving to work. If 2m cannot be maintained in staff groups, face coverings should be worn.
- The maximum capacity of the Staffroom is 6 adults.
- A rota has been devised for the use of the staffroom. Please observe the protocol in relation to the maximum number of persons allowed at any one time.
- Staff members should avoid sharing utensils in the staffroom.
- Staff will be required to clean their area once they have finished and remove all belongings from the area so that it is ready for use by another member of staff.
- COVID-19 information noticeboard in staffroom.
- Staff meetings will be held remotely or in small groups or in large spaces to facilitate physical distancing. At all times The school will strive to ensure that all staff do not congregate in one area to avoid the potential for all to have to self-isolate in the event of a positive or suspected COVID-19 case.

### **Code of Behaviour**

**The code of behaviour of the school has been amended herewith to include breaches of the procedures included in the school response plan.**

Issues of misconduct on the part of students which give rise to a serious threat to safety to staff and students or which breach the procedures contained in the school response plan will be dealt with in accordance with the school's Code of Behaviour.

### **Review of Additional School Policies**

The following school policies and statements have been amended to take account of changes required as a result of the guidelines issued from the Department of Education and Science:

- Critical Incident Policy
- Acceptable Use Policy
- First Aid Policy
- Child Protection Policy
- Safety Statement

### **Naíonáin Nua/ STARTING JUNIOR INFANTS**

Unfortunately, parents will not be permitted to enter the school building with their child on the first day of school (or on subsequent days). However, to mark this important milestone, we will start the Junior Infants a little later than the other pupils on the first morning to allow for space to mark this special day. Rest assured, Múinteoir Yvonne and other school staff will do their best to make sure that every child feels happy and safe at school. The benefits of play are well-documented, and infant teachers are very aware of this. Lots of time will be spent playing and listening to stories. The number one priority for the first few months of school will be the children's well-being.