

Re-Opening Presentation Primary School Logistics Plan

Covid - 19 is a new illness that can affect the lungs and airways and is caused by a new virus called the Coronavirus.

Coronavirus is spread in sneeze or cough droplets. To infect you, it has to get from an infected person's nose or mouth into your eyes, nose or mouth. This can be direct or indirect (on hands, objects, surfaces). If you come into close contact with someone who is shedding the virus and who is coughing or sneezing, or if you touch, with your hands, surfaces or objects that someone who has the virus has coughed or sneezed on, and then touch your mouth, nose or eyes without having washed your hands thoroughly you may contract the virus.

As Covid - 19 is a new illness, we are still learning about how easily the virus spreads from person to person and how to control it, so it is important to keep up to date and make sure you are using the most up to date guidance available. This information is available from the following links.

- HSE-HSPC: <https://www.hpsc.ie/a-z/respiratory/coronavirus/novelcoronavirus/>
- HSE Hub: <https://www.2.hse.ie/coronavirus/>
- Department of Health: <https://www.gov.ie/en/news/7e0924-latest-updates-on-covid-19-coronavirus/>

Covid-19 can be a mild or severe illness. Severe illness is much more common in older people (especially over 70s) and in people vulnerable for other reasons. Severe illness is much less common in children and young adults in good health.

The most common symptoms of Covid-19 are:

- Cough - this can be any kind of cough, usually dry but not always.
- Fever - high temperature over 37.5 degrees Celsius.
- Shortness of Breath.
- Breathing Difficulties.
- Lack of smell.

Symptomatic people appear to be most infectious in the early days as the symptoms begin. Infection can also spread from people in the day or two before they are symptomatic. It is thought that people are no longer infectious 14 days after they have developed symptoms.

Best practice for parents and pupils

You must wash your hands with soap and water (which is the best method to get rid of germs) and/or use a hand sanitiser:

- If you have been in contact with someone who is displaying any Covid-19 symptoms.
- If you have coughed or sneezed.

- If you were in contact with someone who has a fever or respiratory symptoms (cough, shortness of breath, difficulty breathing).
- If you have been on public transport.
- If you have been in a crowd (especially an indoor crowd)
- If you have handled animals or animal waste.
- If you move from one room to another room or from inside to outside areas.
- If you have physical contact with a child from another group other than their own group.
- If your hands are dirty.
- When you arrive and leave buildings including your home or anyone else's home.
- After using the toilet.
- Before having a cigarette or vaping.
- before and after eating.
- Before and after preparing food.
- Before and after your own food - breaks/lunches.
- After assisting a child to use the toilet.
- After contact with bodily fluids (runny nose, spit, vomit, blood, faeces).
- After cleaning tasks.

You must practice good respiratory hygiene

That is, when coughing and sneezing, cover your mouth and nose with flexed elbow or tissue - discard tissue immediately into a closed bin and clean your hands with alcohol-based hand rub or soap and water.

You must maintain social or physical distancing

That is, leave at least 2 metres (6 feet) distance between yourself and other people where possible, particularly those who are coughing, sneezing and have a fever.

You must not engage in handshaking or hugging

You must avoid touching your eyes, nose mouth

If you touch your eyes, nose or mouth with your contaminated hands, you can transfer the virus from the surface to yourself. The staff will complete multiple lessons on correct hygiene, lining up, the importance of hand sanitising, staying within their pods/bubbles etc., with the children during the first weeks back in school.

Role of parents

It is important that parents have a clear understanding of the benefits and risk of attending school and that it is not possible to guarantee that infection can be prevented in any setting either in a childcare centre, school or in the home.

The new protocols may seem onerous for parents and pupils, but they are there for everybody's safety. There will be plenty of staff on hand to assist pupils to comply with the protocols when they return to school, in a kind, patient and supportive manner. We are confident they will become second nature to them after a short while. We would ask parents to be patient with school staff as we all settle into our new routines. We will constantly monitor the procedures and adjust them where necessary.

The following protocols are in place to safeguard the health and safety of everybody. Parents are expected to abide by them and failure to do so may result in a parent being instructed to remove a child

from the school building or yard, and/or to leave the school premises themselves. If serious breaches of safety measures occur the matter will be referred to the school Board of Management.

Logistics Plan

- All children return to school on Thursday 26th August and classes operate within a bubble system.
- The school is split into three with each group having different break times and lunch times.
- Within each class from 3rd to 6th, the children will be further divided into pods, with a minimum distance of 1 metre being maintained between pods.
- Hand sanitiser will be available at all entry points and in all class and support rooms.

Protocols for Daily Morning Assembly: See plan below

At 8.30am children arriving by bus will be escorted across the boy's school yard by a staff member.

At 8.40am all pupils and parents if applicable will enter the school maintaining social distancing.

Mrs. Leonard/Ms. Cotter-Bowdren will be on duty in the basketball court and will be receiving the children who enter by the Dunmanway Road entrance.

Ms. Cotter-Bowdren /Mrs Leonard will be on duty in the main playground and will be receiving children who enter via the boy's school entrance.

Parents will leave the yard immediately once their child/children have been handed over to the teachers on duty. These teachers will direct children to their waiting area in the yard where lines have been drawn for each class and where social distancing will be maintained.

Classes will be supervised by the management team and SNA's daily until 8.45am at which time their class teachers will take charge. Class teachers will begin entering the school with their class.

Pupils will sanitise their hands before entering the classroom. On entering the classroom, the children will take their assigned seats in their pods.

All of the relevant entry points around the building to be used. Markings will be placed on the yard for class line up.

Daily Morning Entry

8.45am	Door A (Senior)	Door B (Junior)	Middle Door
	4th/5th Ms. Ryan	SI Ms. O Mahony	3rd Ms Kealy/McCarthy
	5th Ms. Corr	1st Ms. Close	4th Ms. Waugh
	6th Mrs. Lucey	2nd Ms. Desmond	
		JI. Ms. Kelly	

Junior Infants will arrive at 9.30 for the first two weeks. They will enter by Door B after that.

Pupils can hang their coats on the back of the chairs so as to avoid congestion around the coat racks in classes.

- Teachers to teach -correct lining up protocols
- entering and leaving the school
 - sanitising of hands on entry
 - how to use elbows for sanitiser/door handles
 - rules re hand hygiene/respiratory hygiene, staying in seat
 - yard protocols
 - personal space

Daily Dismissal: See Exit Plan below

Pupils from **junior infants** will leave the school at **12.00** for the first two weeks. They will exit from **Door B**.

Parents will wait for their children at the marked lines. Mrs. Leonard will be at one of the lines and Ms. Cotter-Bowdren will be at other one to get children and parents accustomed to the procedure.

All other children will exit the school at the usual times and via the specified doors

Senior infant..... 1.30pm Door B

Bus children will be escorted to the bus at **2.20**. Mrs Leonard, Ms. Cotter-Bowdren and designated SEN staff and SNA's will oversee their safe exit from the school.

2.30pm	<u>Door A</u>	<u>Door B</u>	<u>Middle Door</u>
	4th /5th Class	1st Class	3rd Class
	5th Class	2nd Class	4th Class
	6th Class		

Actions to be carried out:

The principal will inform all parents of these protocols and of the importance of ensuring that they come on time to collect their children.

If a parent is late on more than one occasion they will be given a warning from the board.

Break Times will be staggered in Presentation Primary to ensure social distancing and the maintenance of class bubbles.

- 10.30am/12.15pm - 2nd Class** Big Yard with Class Teacher (Door A)
- Jun.Inf** Will share this yard when on full day.
- 1st Class** Basketball Court with Class Teacher (Door B)
- Sen.In** Small Yard with Class Teacher

10.35am/12.30pm : Back into classroom with class teacher. (JI, S.I, 2nd, 1st)

Teacher on duty will supervise in junior corner till **10.45**

Teacher on duty in senior corner will supervise till **12.45**

Children will be instructed to wash their hands prior to eating. Children from same pod can use both washbasins in the toilets.

10.40am/ 12.30pm - **3rd Class** Small Yard with Class Teacher (Lower Door)

4th Class Basketball Court (Lower Door)

10.50am/12.45pm Back into classroom with Class Teacher (3rd, 4th)

Teacher on duty will supervise in middle corridor till **10.55**

Teacher on duty will supervise in middle corridor till **1.00**

10.50am/ 12.45pm - **5th Class** Big yard with Class Teacher (Door A)

6th Class Basketball Court with Class Teacher (Door B)

4th/5th Small Yard with Class Teacher

10.55am/1.00pm Children will return to the classroom with their teachers (3rd/4th, 6th, 5th)

Teacher on duty in senior corridor will supervise until **11.05am**.

Teacher on duty will supervise until **1.15pm**.

Collection of children during the school day

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

- Please inform the class teacher and school office via email.
- When the adult arrives at the school gate, they should phone the office to inform the school that they have arrived and parents walk to the meeting points in yard.
- The child will be brought from their class to the adult by a member of staff. No adult should enter the school building unless invited to do so.

Dealing with a suspected case of Covid-19

Pupils should not attend school if displaying any symptoms of Covid-19. If a pupil displays symptoms of Covid-19 while in the building, the following are the procedures will be implemented:

- Parents/guardians will be contacted immediately.
- The child will be accompanied to the designated isolation area by a member of staff. 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 mask will be provided for the child presenting with symptoms, if one is available. She should wear the mask if in a common area with other people or while exiting the premises.
- An assessment will be made as to whether the child who is displaying symptoms can immediately be brought home by parents and call their doctor and continue self-isolation at home.
- The school will facilitate the child presenting with symptoms to remain in isolation until their parents arrive. If their parents cannot be contacted, the school will seek advice from the child's GP.
- The child presenting with symptoms should be advised to cover their mouth and nose with the disposable tissue provided when they cough or sneeze and to put the tissue in the waste bag provided.
- If the child 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 GP by phone of their symptoms. Public transport of any kind should 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 child is a Covid-19 suspect.
- Arrangements will be made 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.

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.

- The parents of all children in the class will be notified.
- Public health advice will be sought and followed.

Children who should not attend school

If your child is in one of the following categories, they should not attend school:

- Children who have been diagnosed with Covid-19.
- Children who have been in close contact with a person who has been diagnosed with Covid-19.
- Children who have a suspected case of Covid-19 and the outcome of the test is pending.
- Children who have been in contact with a person who has a suspected case of Covid-19 and the outcome of the test is pending.
- Children who have returned home after travelling abroad and must self-isolate for a period of 14 days.
- Children who are generally unwell.

Children in the very high-risk category

- Parents should seek advice from their GP/Specialist if they think their child is in a very high-risk group.
- See <https://www2.hse.ie/coronavirus/for> advice.
- Parents should make an informed decision if it is safe for their child to return to school on August 27th. They should inform the principal of the advice given, and provide a letter from the medical practitioner if their child is not returning to school.

Use of face masks

- It is currently not recommended in Ireland for children under 13 to wear face masks as a mitigation strategy against the transmission of the coronavirus. It is currently the opinion of public health officials that their use, especially among young children, has the potential to cause more harm than good.
- If you decide your child should wear a mask, it will not be disallowed, but you are responsible for teaching your child about correct mask etiquette and hygiene. The mask should be changed and washed every day.

Staff PPE

- While it is not envisaged that PPE (excluding masks/visors) will be worn by staff in general, staff who are attending to particular care needs or who are administering first aid will wear appropriate PPE. All staff will be issued with a PPE pack including visor, masks, gloves and sanitiser in each room prior to return.

School Uniforms

- Uniforms and tracksuits will be worn on alternate days - class teachers will inform children regarding same.
- Uniforms/tracksuits should be cleaned and washed on a regular basis.

Children's learning spaces

- All excess furniture has been removed from the classroom, where possible, so as to provide additional space.
- All staff have reconfigured their classrooms to ensure a one metre distance between pupils, where possible. Pupils will be organised into groups or "pods" within the classroom, a one metre distance will be kept between pods, and contact between pods will be minimised.
- Classes will be organised into "bubbles" and interaction between classes outside of the bubble will not take place.
- All Special Education teachers have been assigned to one/two class groups only.
- The Board of Management has arranged to increase cleaning hours so additional time will be spent by the hygiene staff in cleaning the school.

Learning Support

In keeping with our Special Education Policy, learning support will be provided by a blended approach of in-class support and withdrawal. The provision of support will be organised ensure our support teachers will work within the confines of a bubble

- Where a support teacher is working alongside a class teacher in a classroom, both teachers must be mindful of maintaining social distance from one another.
- Where children are to receive support in one of the SET rooms, they will be withdrawn with members of their pod only.
- The tables and chairs in SET rooms will be wiped clean in between different groups attending.

Homework

There will be no homework for all classes for the first fortnight.

Personal Equipment

- In so far as possible, it is requested that children will bring their own pens, pencils, colours, rubbers, etc., to school in their own pencil case to avoid the sharing of equipment.
- If possible, please label all items with the child's name for ease of identification.

Shared Equipment

- 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 with wipes or other cleaning products will take place at regular intervals to minimise the risk of the spread of infection.

Yards

Each bubble of 11 classes will have access to their individual yard at both breaks. Yards will be supervised by class teachers, learning support teachers and SNA's.

Teacher Absence and Substitution

In the event that teacher is unable to attend school, every effort will be made to secure a substitute teacher for the class. If a substitute teacher is not available, it is not appropriate for the class to be divided into groups and accommodated in other classes. In such circumstances, it may not be possible for the class to attend on that day. If that is the case as much notice as possible will be given to parents.

PE

Where possible, PE should take outdoors where possible. Each class will have one time slot a week allocated to them - the hall will be then cleaned and the next class can use hall. (Only two time slots per day).

An Focail Deiridh

Presentation Primary School will need everyone's co-operation, understanding and good will to reopen the school. It is an enormous challenge for the school community to get all pupils back to school in a way that is safe for everyone and which ensures, to the best of our ability and efforts, that the "Return To School" does not feed the virus in any way and result in another school closure.

Every member of the school community is asked to take personal responsibility for the sake of the greater good.

We remind you that this is a learning curve for the whole school community and is reflected in our school motto "Ni neart go cur le chéile" (There is no strength without unity).

Yours Sincerely,

Pat Kinsella,

Chairperson Board of Management.

Carol Leonard,

Principal.