



Scoil Bhríde Crosshaven

13910N

School Community Logistical Plan for Re-Opening

27th Aug 2020

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 and Skills, 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.

Classroom Layout

- A **BUBBLE** is the entire class group and a **POD** is a small but separate group of 4-6 pupils within the bubble. Within each class from 3rd to 6th, the children will maintain a minimum distance of 1 metre from each other within each pod.
- Hand sanitiser will be available at all entry points and in all class and support rooms

- Children will come to school with their hands washed. Hand washing and sanitizing will occur on entry to their classroom, after each yard break before class resumes and at 2.20pm before the children go home (1.20pm for the infant classes). Children will also wash/sanitize their hands before they eat their lunch. Each child is being asked to have their own personal supply of tissues, hand sanitizer and wipes.

Break Times

- The day will include 2 x 20-minute breaks for all children. The idea of one top floor and one bottom floor class using the yards together, means we can use different doors to ensure classes do not cross paths transitioning during the day.
- Children will come to school with their hands washed. Sanitisation will occur on entry to their classroom, after each yard break and at 2.30pm before the children go home (1.30pm for the infant classes). Children will also wash/sanitize their hands before they eat their lunch.

Arrival at school

- The school gates will open at 8.40am. No children will be permitted to be on the grounds prior to this time.
- Alice will commence her duty at 8:35am and the bus will arrive at 8:35am also.
- Families will be given a time to drop their children at the front gate of the school at either 8:40am, 8:50am or 9:00am. Adults will not be allowed on to the school campus/beyond the front gate. Time slots for dropping children to school will be allocated per family, to assist the school community. We hope that Junior and Senior children as well as their sisters will be dropped as late as possible as it is harder for them to wait for their school day to start.
- New Junior Infants are arriving at 10:00am for the first few school days and finishing at 12:00pm. They will be met at the gate by a member of staff and escorted to their classroom.
- Staff members will be at the gates to direct the children. Juniors – Second class will use the 'teacher's door' to enter the school and go straight to their classrooms. 3rd – 6th Class pupils will use the main reception door and again, go straight to their classrooms.

End of School Day

- Adults, who are collecting their children from school at the end of the day, should wait in a socially distant manner outside the gate from which their children will leave the school. 1st and 2nd classes will leave classes at 2:25pm and 3rd – 6th classes will leave their classes one after the other from 2:28pm.

Collection of Children during the School Day

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

- Children can only be collected from the main reception door. Parents/Guardians will not be allowed to enter the building.
- An email needs to be sent to the school office the previous evening indicating the reason for collection as well as the time (secretary@scoilbhridecrosshaven.ie)
- When the adult arrives at the school, they should phone the school office to indicate that they are at the door or buzz using the appointed bell-button.
- The child will be brought from their class to the adult by a member of staff
- No adult should enter the school grounds, unless they have prior permission from school staff.

School Uniform

Pupils in Junior and Senior Infants will wear tracksuit on Monday, Tuesday, Thursday and Friday.

Pupils in 1st – 6th Classes will wear their uniform on Monday and Thursday and tracksuit on Tuesday and Friday.

All children are allowed to wear their own clothes on **Wednesdays** to allow for washing of uniforms if families so wish. Please note, children should always wear casual clothes/tracksuits which would allow them to partake in PE lessons on Wednesdays. As always, the children must wear their school coats if one is necessary.

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 that will be implemented:

- Parents/Guardians will be contacted immediately.
- The child will be accompanied to the designated isolation area via the isolation route 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. He/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; it then follows that parents/guardians will call their doctor and continue self-isolation at home.

- The school will facilitate the child presenting with symptoms to remain in isolation, if they cannot immediately go home, and will assist them by calling their GP. Verbal permission will be needed from the child's parent/guardian for this action to take place.
- 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.

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 with underlying health conditions who have been directed by a medical professional not to attend school
- Children who have returned home after travelling abroad and must self-isolate for a period of 14 days
- Children who are generally unwell

Supporting the Learning of Children who cannot attend school

- If a child is not able to attend school for an extended period of time, as they are at a "high risk level", the class teacher (and the learning support teacher, where relevant) suggested activities to support the child's learning at home via distance learning platform.

- If a family choose to keep their children at home during this period of time, the Department of Education have directed all Boards of Managements not to provide distance learning in this instance.

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 Covid19

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

Personal Equipment

- In so far as possible, it is requested that children from all classes will bring their own pens, pencils, colours, rubbers, etc., to school in their own pencil case to avoid the sharing of equipment.
- Children are requested to have their own hand sanitizer, wipes and tissues for coughing into.
- It is further requested that all items have the child's name on them for ease of identification.
- Please ensure that children do not have jewellery or watches on their hands so as to facilitate proper hand washing.
- All coats will be hung individually at the back of children's seats.

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. All shared items will be strictly restricted to use by the individual pods.

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 to 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 from 3rd to 6th Class receive support in one of the SET rooms, social distancing of 1 metre will be maintained between each child in the group.
- The tables and chairs in SET rooms will be wiped clean in between different groups attending. Our SETs will conduct classes from our School Halla.

PPE

Our staff will wear face covering and visors when in close proximity to the children. Staff who are attending to particular care needs or who are administering first aid will wear appropriate disposable gloves, disposable apron, face covering and visors. Our staff will take lots of time to explain the equipment to the children. All of our classrooms have surround sound and teacher-amplification systems which during these times will serve to be a fantastic communication resource.

Teacher Absence and Substitution

In the event that a 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, a member of the SEN team or the Principal may act as a substitute. If a number of teachers are absent, difficulties may arise since 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.

Cleaning

The Board of Management believe the cleanliness of our school to be extremely important and we have always operated to the very best standards in this regard. This will include ensuring that every desk in every classroom is wiped down daily and the school rigidly adheres to the cleaning guidelines as laid down in the Return to School guidelines issued by the Department of Education.

PE

Where possible, PE should take place outdoors and use of equipment should be confined to the sets that have been distributed to class groupings.

School Books

Children are asked to bring in their school basket, books, stationary and copies on the first morning as normal. Generally, all books and stationary will stay in school except some workbooks sent home by the teacher for homework purposes.

Homework

There will be no homework for the first couple of weeks as the children need time to adjust to the new routines and outlines in school. Once we are up and running, all classes will use the SeeSaw app to send home and receive the completed work.

Hot Meals

The Hot Meal Scheme is a two-year pilot project so we are due to commence this scheme around the week of 21st Sept. Warm sandwiches and rolls with salad will be added to this year's menu for all classes and in particular, to help our Infant pupils.

Extra-curricular Activities

The possibility of facilitating extra-curricular activities has been explored. Since it would not be recommended that children from different bubbles would participate in extra-curricular activities at the same time we have decided that there will be no extra circular activities before or after school until it is safe to do so.