

Logistical Plan for Re-opening of the School

Gaelscoil Phádraig - School Response Plan to COVID-19

Underlying Principles:

- The school has a responsibility to make an 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 ensure that the school can exercise that duty of care.
- Assuming it is in keeping with ongoing 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 our school and the consequent risk of its spread.
- As well as co-operation, the flexibility, goodwill and patience of all will be required to ensure the plan can be implemented. The plan is subject to review and may be changed at short notice if aspects of it are found not to be working.

Assumptions:

- All children return to school and classes operate within a bubble system. Each individual class will be considered a bubble and every effort will be made to ensure minimum contact between bubbles.
- This is a working document and may be amended to reflect any change in advice from the Department of Education, the HSE or NPHET. Any changes will be communicated to parents.
- The day will include 1 x 10-minute break, 1 x 20-minute break and breathing breaks.

Class break Times:

J.I.- 1st Class: 10:15 -10.25am and 11.50- 12:10 pm

2nd Class-4th Class: 10.25 -10:35 and 12:10 – 12.30 pm

5th and 6th Class: 10.35 – 10.45 and 12:30 – 12:50 pm

- Within each class from 3rd to 6th, the children will be seated at either end of a table, with a minimum distance of 1 metre being maintained while in the classroom. Movement within the classroom will be restricted in an effort to ensure that this 1 metre distance can be maintained.
- Hand sanitiser will be available at all entry points and also in all classes and support rooms. There are also 2 sinks available in all classrooms for handwashing. Our soap dispensers and hand drying tissue dispensers will be checked and refilled daily. Hand hygiene will be practiced regularly during the school day and the importance of good hand hygiene, correct respiratory etiquette and avoidance of touching the face will be emphasised in school and should be emphasised at home also.

School arrivals and departures:

The **school grounds will not be open for access until 8:50 am** each morning. Please do not drop your child off prior to this time as there will not be supervision outside the school gate and we are doing our absolute best to ensure that pupils stay within their class bubbles during the school day.

Children may be dropped to their entry point for the time allocated to their group. **Group A:** 8.:50 am and **Group B:** 9:00 am.

If you are late for your slot, please let the next group enter before entering with your child. If the gates have been closed, please ring the office to discuss entry into the school. If you miss both slots, please ring the office/use the intercom on the main gate to allow access for your child. Your child must enter alone (See full arrangements for late arrivals, below).

Please remind your child, if they are coming on a bicycle/scooter, to drop it to the correct area immediately and go quickly and safely to their classes.

A member of staff will be monitoring this.

On entering the school/class, the children will sanitise their hands.

Entry Points:

Junior Infants, Rang 3, Rang 4 and Naíonra: These classes will all enter via the Emergency Gate at the left hand side of the school, as you are facing it. A staff member/adult will be waiting to direct the children into their classrooms/to their teachers.

Senior Infants, First Class, Second Class, Fifth Class and Sixth Class: These classes will enter via the Main Gate. A staff member/Adult will be waiting to direct the children into their classrooms.

Some of these classes will enter the school building via the emergency exits to avoid too many pupils congregating in one area. Staff will be helping and guiding this entry.

If you have been allocated two separate drop off times for siblings, you can drop them off at your preferred slot.

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Key to Entry points, exit points and class times

Junior Infants

Múinteoir Eibhlín

School Arrival

Group A: 8.50, Group B 9.00

Children will enter via the big Emergency gate on the left of the site as you face it. They will be met here by a member of staff who will bring the pupils to their class teacher. Parents should then move away promptly from the gate. Please remember to wear a face mask and keep a 2m distance from others whenever possible. **Please be on time for your slot.**

School departure

Initially the pupils in J.I will finish at 11.50 (Group A) and 12 noon (group B) but from 7th September, they will finish at **1.20 (A) and 1:30pm (B)**. Parents should **wait for the pupils outside the gate and** remain 2m apart. The pupils will exit the classroom via the emergency door in the classroom. Once you have collected your child, please move on swiftly as we will need to make room for the next Group set of Infant Parents immediately afterwards.

Break time/ Area

One 10-minute break from 10:15 - 10:25am and One 20-minute break from 11:50 - 12:10pm
Each class bubble will have their own zone on the yard. Junior Infants will play in the zone beside their classroom.

Senior Infants/First Class
Múinteoir Jen

Group A: 8:50, Group B 9.00 am

Pupils will enter the school via the main gate, close to the office. They will be met here by a member of staff who will direct the pupils to their class teacher. Parents should then move away promptly from the gate. Please remember to wear a face mask and keep a 2m distance from others whenever possible. **Please be on time for your slot.**

The S.I and First Class pupils will finish at 1.20 (A) and 1.30 (B). Please ensure you are which 2m apart and leave promptly. Senior Infants will exit via the main office door/Gate **From the 7th of September, Group A First class will finish at 2.20 pm and Group B at 2.30 pm.**

Pupils will exit the classroom via the emergency exit.

One 10-minute break, from 10.15 -10:25 and One 20-minute break, from 11:50 – 12:10pm
Each class bubble will have their own zone on the yard. Senior Infants and First Class will play on the main yard and soft yard as one bubble.

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Second Class
Múinteoir Avril

Group A: 8.50 and Group B 9.00 am

Second class pupils will enter the school via the main gate. A member of staff will be on hand to direct them to their classroom. Parents should then move away promptly from the gate. Please remember to wear a face mask and keep a 2m distance from others whenever possible. **Please be on time for your slot.**

2nd class pupils **will finish at 2:20p.m. (A) and 2.30 pm (B)** each day and will **exit by the same route they use in the morning to enter.** They should be collected at the large gate at the top of the school driveway. Prompt collection would be appreciated as 3rd to 6th classes will also be leaving at this time.

One 10-minute break from 10.25 -10:35am and 12:10 – 12.30pm
Each class bubble will have their own zone on the yard. Second class will enter the yard via the side door of the main building and will enter their section of the yard by walking down the sloped pathway. They will play on the snakes and ladder game and the soft yard directly opposite it.

Third Class
Múinteoir Áine
Múinteoir Nua

Group A: 8.50

Group B: 9:00

Third class pupils will enter the school grounds via the Emergency exit gate. They will enter their classroom via the main door. The classroom is located directly opposite the emergency gate. Parents should then move away promptly from the gate. Please remember to wear a face mask and keep a 2m distance from others whenever possible. **Please be on time for your slot.**

3rd class pupils **will finish at 2.20 p.m. (Goup A) and 2.30 p.m. (Group B)** each day and will **exit via the emergency exit in their classroom.** They should be collected outside the emergency gate. Prompt collection would be appreciated as many children will be exiting at the same time.

One 10-minute break from 10.25 -10:35 and 12:10 – 12.30pm
Each class bubble will have their own zone on the yard. Third class will enter the yard via the emergency door from their classroom to their zone directly outside it.

Fourth Class
Múinteoir Deirdre

Group A: 8.50

Group B: 9:00

Fourth class pupils will enter the school grounds via the small gate each morning and will walk down the railed pathway to the main front door of the building. They will enter through the front door and will go to their classrooms by using the main stairs. **Please be on time for your slot.**

4th class pupils **will finish at 2.20pm (Group A) and 2.30pm (Group B)** each day and will exit their classroom via the emergency exit from their classroom. They can then be collected outside the emergency gate.

One 10-minute break from 10.25 -10:35 and 12:10 – 12.30pm
Each class bubble will have their own zone on the yard. Fourth class will exit their classroom via the main door into their zone, directly opposite their classroom.

Fifth Class
Múinteoir Bláithín.

Group A: 8.50

Group B: 9:00

Fifth class pupils will enter the school grounds via the main gate each morning. They will then walk around the school and enter their classroom via the emergency exit. **Please be on time for your slot.**

5th class **will finish school at 2.20pm (Group A) and 2.30pm (Group B)** each day and will exit the building via the emergency exit from their classroom. They may then be collected outside the main gate.

One 10minute break from 10:35 - 10:45am and one 20-minute break from 12:30 - 12:50pm
The 5th class pupils will play on the main yard and soft yard.

Sixth Class
Múinteoir Nicky

Group A: 8.50

Group B: 9:00

Sixth class pupils will enter the school grounds via the small gate each morning and will walk down the railed pathway to the fire exit door nearest to their classrooms. They will enter the building via this fire door and will go to their classroom via the 6th class stairs. **Please be on time for your slot.**

6th class **will finish school at 2.30pm (Group A) and 2.30pm (Group B)** each day and will exit the building via the main school door. They can be collected outside the main gate.

One 10-minute break from 10:35 - 10:45am and one 20-minute break from 12:30 - 12:50pm. The children will enter the yard via the side door of the main building and will walk down the sloped pathway to their zone. The 6th class pupils will play on the hard yard alongside the Junior Infant classroom, close to the emergency gate (which will be closed at this time)

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- 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.
- No adults, other than staff members, should enter the site unless by prior appointment.
- Messages for teachers can be sent by email or by phoning the school office. Please be patient in allowing time for staff members to get back to you as there are a limited number of telephone lines within the school and phones will need to be sanitized after each use and emails will be checked once a day during school hours. If your message is urgent, please phone the office on **01 2827345** and Ciara will pass on a message to the relevant teacher.

Collection of Children during the School Day/Drop off of school items

If an adult has to collect a child or drop off items for 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 gate of the school to alert the office that they have arrived. Please ensure your hands are sanitised prior to using the intercom.
- If he/she wishes to drop off items, these items should be placed in the "Drop Off Box" which will be located outside the main door. The items must

be labelled clearly with the child's name and class and the adult's hands should have been sanitised prior to using the "Drop Off Box". Please make sure to have the items in a waterproof bag.

- If the purpose of the visit is to collect a child, the child will be contacted in his/her classroom and will come to the main gate to meet the adult.
- The adult who is collecting will be asked to sign the child out by sending an email to the relevant class teacher. The class teacher's school email Addresses, relating to your children's classes, will be shared with you soon.
- When an adult enters the site, by appointment, to visit the office, they will need to sign our contact tracing book outside the office. This is very important for contact tracing purposes.

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 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. A 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.
- Appropriate PPE will be worn when dealing with suspected cases.
- The staff member/lead worker will take your child's temperature using a contactless thermometer.
- 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.
- Where appropriate, we will arrange for the child to be collected immediately. **Please ensure emergency contact details are up to date and that the office has at least 2 other people they can contact should a parent not be available.**
- The child presenting with symptoms should be advised to cover his/her mouth and nose with the disposable tissues 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 him/her 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 due to a concern, the school will contact the family doctor, 999 or 112 and inform them that the sick child is a suspected case of Covid-19.
- Arrangements will be made for appropriate cleaning and sanitization of the isolation area and work areas involved when the symptomatic pupil

leaves the premises.

- Children may not return to the school until they are at least 48 hour's symptom free or have received alternative advice from their GP (this advice would need to be communicated to us directly by the surgery or through an email from them).

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.

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Children who should not attend school

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

- Children with any symptoms of Covid-19 in the last 48 hours: Temperature (**above 38C**), cough, change in taste/smell, shortness of breath
- 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, the class teacher's (and/or the learning support teacher, where relevant) will be in touch regarding online/continuity of learning.

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. This may include: Teacher and class being asked to self-isolate although the HSE have advised us that cases will be dealt with on a case by case basis. We are awaiting further, clear guidelines and updates from this department. We will update you as soon as is practicable and will keep our website and Facebook updated.

Personal Equipment

- Children in all classes will bring their own pens, pencils, colours, rubbers, etc., to school in their own pencil case on the first day of school to avoid the sharing of equipment.
- Children must bring in a second pencil case/zip-lock bag, clearly labelled, to leave at school for their individual art supplies, which we will provide.
- As always we ask that you clearly **label all** of the child's belongings.
- Children's coats will be kept in their schoolbags. Please send in a raincoat, in a waterproof, labelled bag, if you have one, that we can then hang in the hallway on the hooks. This is so that we can still get much needed air on rainy days.
- Please ensure no toys are in your child's bag.
- Lunchboxes can be used as each child is the only person who should touch his/her own lunch box. They should be washed thoroughly every evening.
- All children should have a packet of tissues with them in school each day.
- Children's books will be kept in their own, individual baskets. No books will be sent home for a while. Time will be put aside at the end of the school day for Spellbound/Fuaimenna & Focail and other homework tasks to be completed.

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. Toys will be sterilised after use.

Learning Support

The provision of support will be organised to ensure our support teachers will, in so far as is practicable, work within the confines of up to 4 bubbles and will limit movement between bubbles on any given day in so far as is possible.

- Where a support teacher and/or SNA is working alongside a class teacher in a classroom, both teachers must be mindful of maintaining social distance from one another.
- Where children receive support in one of the SET rooms, social distancing of 1 metre will be maintained between each child in the group and 2 metres from the teacher. The teacher will wear a face covering where 2 metres distance is not possible.
- The tables and chairs in SET rooms, along with electronic equipment, will be wiped clean in between different groups attending.
- Individual moveable Perspex shields may be placed on the table.
- Where books are used for reading, the learning support teachers will display the reading on the interactive whiteboard or will place a sheet of acetate on the book to allow the child to follow the words with their finger. The sheets of acetate will be wiped clean after each use.

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PPE

The guidelines now state that teachers must wear face coverings if a 2m distance cannot be maintained within the classroom. While it is not envisaged that other PPE 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 which may include gloves, visors, aprons and face masks.

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, one of our SETs **may be** assigned to the class for the day(s). 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

PE will take place outdoors and use of equipment will be minimised. Pupils will sanitize their hands before and after using any shared equipment and the equipment itself will also be sanitized before and after use.

Extra-curricular Activities

The possibility of facilitating extra-curricular activities may be explored at a later date but for now, we do not envisage any after school activities taking place on the school premises as this would involve children from different bubbles participating together. Unfortunately, this means there will be no Irish Dancing, or homework club for now. It is also unlikely that we will be able to run our usual Music Generation, Swimming but if the situation improves, we will keep you updated.

Uniforms

There is no recommendation that uniforms should be washed every day but we will keep you updated if this advice is updated. Remember to remove uniforms immediately after school

Homework

We have decided that for the month of September at least, there will be no written homework. Our concentration will be on revision of the core subjects and the pupil's wellbeing.

Photocopying

Only two people can be in the office at any time, one of whom should be behind the perspex screen. The photocopier has been treated with a sanitizing solution which will keep it safe from viruses such as Covid-19 for up to 12 months.

Staffroom

Since our new arrangement of staggered breaks requires more breaktime supervision by individual teachers, the numbers of staff members who are free to use the staffroom at any one time are quite small. No more than 3 people can be present at a time. Each member of staff must supply his/her own crockery and cutlery and must thoroughly clean and sanitize the area he/she uses. Crockery etc must be brought back to the individual staff member's classroom, washed and taken home. It is advised that teachers eat their lunch in their classroom when their class is on the yard. Wipes are in the staff room to ensure every surface/device can be cleaned after use.

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Extra Cleaning

Each teacher is responsible for sanitizing their workspace after use and pupils' tables and chairs will be cleaned and sanitized by the cleaning staff daily. A cleaning company has been employed in addition to our regular cleaner, to ensure that all classrooms and bathrooms will be deep cleaned and sanitized each day.

The school has also purchased a safe to use, Anti-Viral Fogging Machine which will safely sanitise any workspace within 30 seconds. This machine will be used in addition to cleaning prior to opening, at least once a week and any time we have a suspected or confirmed case.

Staggered Start-times

27th August: Junior Infants to 2nd class only to attend for the full day.

28th August: Junior Infants and 3rd to 6th class only to attend for the full day.

Monday, 31st August: All pupils to attend school from here on out.