



Scoil San Eoin Covid – 19 Logistical Plan 2021

Scoil San Eoin appreciates your support as we try to safely reopen the school building after the summer holidays. Our aim is to re-open the school in an orderly safe manner, while reassuring the children and making them feel comfortable, safe and relaxed, just like we did on our previous return for last term. This will be achieved by all of us working towards this common goal.

Physical Distancing

- As before, will apply physical distancing in a practical and sensible way, as recognising that the learning environment cannot be dominated by a potentially counterproductive focus on this issue.
- All excess furniture has been removed from the classroom where possible so as to provide additional space.
- Teachers have reconfigured their classrooms to ensure a one metre distance between pupils where possible.

Physical Distancing will be achieved in two ways: -

Increasing Separation. This will be achieved by re-configuring the classrooms to maximise physical distancing. Each class will be still be referred to as a bubble and we will ensure that there is as little contact as possible between children in different bubbles. Within the Senior Room, children will be organised into 2 pods. A pod is a group of children who will be allowed to work together, share resources and will stay in their pod (as much as is feasible) while in the bubble, or classroom.

Decreasing Interaction. This will be achieved by decreasing the potential for children from different bubbles to interact. The same routes will be marked for bubbles to enter and exit the school and to access their classrooms. Bubbles will have different areas in the yard to play. We will make these routines enjoyable activities for the children, emphasising safety at all times.

Bubble 1 – Junior Room

Bubble 2 - Senior Room – Split into 2 pods

Pod 1 – 5th and 6th class

Pod 2 – 3rd and 4th class

Drop Off/Collection

The BOM and staff have worked to ensure a safe return to school for all pupils and staff and have made adjustments throughout the term where necessary. The drop off and collection routines have not changed from last year.

We would ask all parents to refamiliarize/familiarise themselves with the following drop-off and collection routines for the safe delivery and collection of pupils from school. Please be patient as we endeavour to re-embed these necessary precautionary and protective practices at the beginning of the school year. There may be changes made to these procedures as operation of the school progresses, but parents/guardians will be notified of any changes immediately.

Drop off and pick up areas have been designated to each class bubble.

DROP OFF

Junior Room – Pedestrian Gate at front of school

Senior Room – Double Gate at Lower end of school

ENTRY TO SCHOOL

Junior Room – Classroom Emergency Door

Pod 1 – School Front Door

Pod 2 – Classroom Emergency Door

Other important information:

- School will start at the usual time of 9.20am. It essential that all pupils are on time each day.
- Gates will be opened at 9.10am. Pupils will enter through their designated gate and will proceed to their classroom via assigned routes to prepare for their school day. This will be supervised by a staff member.
- Parents/pupils must remain outside the gate until they are opened by a staff member. All pupils are to be supervised by their parent/guardian until collected at the gate by a staff member, and are asked to behave appropriately and be vigilant of the main road.
- We ask that all parents/guardians observe social distancing guidelines and leave the area once their child has been collected by the staff member.
- No Siblings/parents are allowed enter the school grounds at any time unless by prior arrangement.
- We ask all parents to adhere to the drop-off and collection plans as outlined above.

COLLECTION

- It is vital that parents/guardians are on time to pick up their child.
- Parents/Guardians are asked to adhere to social distancing guidelines outside the school gate.
- Each bubble/pod will exit through the same route as they entered the classroom.

Below are the pick-up times for each class.

JUNIOR ROOM – PEDESTRIAN GATE

Junior Infants – 12.20 pm until the 6th Sept then it is 2pm

Senior Infants - 2pm

1st and 2nd class – 2.55pm

SENIOR ROOM – LOWER DOUBLE GATE

3rd – 6th class 3pm

During the school Day

- No one should be entering the school grounds without prior arrangement and only when essential
- Messages for teachers or the secretary should be only be relayed by phone or email.
- No paper notes will be sent home. Communication will be via phone, email, SEE SAW or school website. Please ensure that the school has your correct email address and all See Saw codes will be reissued/issued at the beginning of the year.
- We ask that parents avail of the online payment system, but if this is not an option for payment, all monies should be given to pupils to pass onto their teacher in a sealed envelope.
- If a pupil forgets something during the school day and a parent is dropping it off to the school, we ask that it is left on the steps/low wall at the front door and the teacher/secretary is notified by ringing the buzzer.
- The school cannot facilitate the collection of pupils during the school day without prior arrangement unless in the case of an emergency. Usual procedures for signing out will apply.

Meetings

Meetings between parents and teachers/principal can only take place by prior arrangement.

This is for the health and safety of the pupils and staff, to ensure that school time is not disrupted, and for privacy reasons.

We ask that parents do not try and have meetings with parents during drop off/collection time or come to the school after school hours without prior arrangement.

Parents should phone send an email to the office or to the class teacher if a face to face meeting is not warranted.

Although we hold great emphasis on communication and believe it is key to a productive and pleasant atmosphere in the school, we all have to adapt to different ways of communicating to ensure everyone's safety.

We appreciate your cooperation in this matter

Pupils who should not attend school

“No person (child, teacher or parent) should attend an educational setting if unwell or any members of their household are unwell with symptoms consistent with COVID-19. “– Public Health Advice

- While all children will be welcome back to school, we would remind parents that, where children are displaying colds, coughs or flu like symptoms, they should not be sent to school. Children who display such symptoms in school will be isolated and parents asked to collect them from the school.

Further information on COVID-19 symptoms in children is available at: -
<https://www2.hse.ie/conditions/coronavirus/if-your-child-has-symptoms.html>

Other categories of children who should not return to school include:

- Children who have 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 close contact with a person who has been diagnosed with Covid -19
- Children who have been in contact with a person who has a suspected case of Covid- 19 and the outcome of the testing is pending.
- Children with underlying health conditions who have been directed by a medical professional not to attend school. The school will need written confirmation from a relevant medical professional.

Foreign Travel:

Parents are personally responsible for compliance with public health advice regarding foreign travel and should refer to the below link to ensure they are following all protocol in relation to returning to school.

<https://www.gov.ie/en/publication/77952-government-advice-on-international-travel/>

Supporting the Learning of the pupils in the above categories

If a pupil is unable to attend school for an extended period of time due to being in one of the above categories, the teacher and/or SEN teacher will consult with the parents/guardians and provide suggested activities to support the pupil's learning at home.

Protocols if a pupil becomes unwell or presents as a suspected case of COVID-19 while at school -

- The pupil will be brought to the designated Isolation Room (Purple Room) by a staff member keeping at least 2 meters apart from the staff member or any pupils.
- The parent will be immediately contacted and asked to come to the school to take their child either to the doctor or home. The handover will take place at the front door.
- A mask will be given to the child to wear until he/she is picked up. The secretary/principal/teacher will remain with the pupil until he/she is picked up.
- Dedicated waste bins will be in use for any tissues used by the pupil.
- The staff member caring for the child in isolation will wear personal protective equipment i.e. face mask, disposable apron.
- The child will be encouraged not to touch surfaces, people or any objects.
- Appropriate cleaning and disinfection of the isolation area and the pupil's work station will be carried out immediately.
- The principal and the DLW will carry out an assessment of the incident which will form any part of follow up actions.
- The principal will inform the HSE in line with correct protocols.

If there is a suspected or confirmed case of COVID-19 in school.

- The school will be contacted by local Public Health staff of the HSE to discuss the case. They will identify people who have been in contact with the person and advise on any actions or precautions that should be taken.
- An assessment will be undertaken by HSE public health staff.
- Advice on the management of children and staff who came into contact with the person will be based on this assessment.
- The HSE will contact all relevant persons where a diagnosis of COVID-19 is made.

If there is a suspected or confirmed case of COVID-19 in school.

- Symptomatic people should self-isolate and arrange to get tested for COVID-19.
- Confirmed COVID-19 cases should continue to self-isolate at home and should not return to school until they are advised by the HSE that it is safe to do so.
- Close contacts of a confirmed case (their partner/family member should be notified and go home if at work and restrict their movements until otherwise advised by the HSE They should not attend work during that time.

PPE/Cleaning

- In line with the recent DES guidelines, face coverings will be worn by teachers and staff in Scoil San Eoin, where a distance of 2metres cannot be maintained, or other protective measures such as Perspex screens are not in place.
- Hand sanitiser units will be positioned throughout the school, especially at entry and exit points.
- Signage will be displayed throughout the school and outside in line with DES guidelines.
- Perspex screens will remain on teachers' desks.
- Sharing of equipment and resources will be kept to a minimum as much as possible. However, some equipment and resources will have to be shared and this will be cleaned at regular intervals in line with DES guidelines.
- Paper towel and liquid soap dispensers have been fitted in the toilets and toilets are designated to specific class bubbles/pods.

Yard Time

- Break times will remain at its usual time and duration.
- Each bubble will have access to the yard during break times.
- Each bubble will play in their designated area and will avoid mixing with other bubbles.
- Yards will be supervised by a teacher as per usual.
- Each bubble will have designated play equipment which will be sanitised at regular intervals.

Personal Items/Homework

- We ask as usual that all personal items, stationery, uniforms, lunchboxes and bottles etc are all clearly labelled with the pupil's name.
- Each pupil (in the senior room) should have their own labelled bottle of hand sanitizer, and each pupil in the school should have a packet of tissues. Parents should monitor and replenish these regularly
- We are continuing to ask all pupil to bring home their waste from lunch in their lunch boxes. This is to limit movement around the class to bins during break.
- Pencil cases will remain in school so as per usual, each pupil should have a spare pencil case at home to complete homework.
- Homework will be kept to a minimum for the first week or two and this will be reviewed by the teachers once we are all settled back in. Home-school links will continue to be maintained through SEE- SAW, and this may be used as a means of assigning homework.

Uniform

- We recommend that each pupil has at least 2 jumpers and that uniforms are washed regularly.
- Coats and bags should be washed/wiped down regularly

Special Education Needs

- In keeping with our Special Education Policy, learning support will be provided by a blended approach of in – class support and withdrawal.
- Where the SEN teacher is withdrawing an individual or group to receive the support in the SEN room, social distancing of 1 metre will be maintained between the group.
- Chairs and tables in the SEN room will be wiped clean in between groups

Teacher Absence and Substitution

In the event of an absence of a teacher, every effort will be made to secure a substitute teacher for the class from a panel of substitute teachers which has been established by the DES. IF we are unable to obtain a substitute teacher through this method we will utilise our own school list. If a teacher is not obtainable from this list, the BOM may have to make further decisions e.g. class to remain at home and be taught remotely.

Ratification and Review

The Covid – 19 Response Plan will be ratified by the Board of Management of Scoil San Eoin at our next meeting. It has been shared with the entire school community to ensure that everyone is familiar with its content before return to school. This plan will be reviewed regularly in line with health and safety guidance.