



# Draft Plan for Re-opening of the Scoil Chlíodhna CNS

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### 1. 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 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.

### 2. Assumptions

- All children return to school and classes operate within a bubble system.
- The day will include a 15 minute break and a 30 minute break.
- Classes 3<sup>rd</sup>/4<sup>th</sup> will be seated one metre apart with the option of the teacher further dividing the class into pods. A minimum distance of 1 metre would be maintained between pods.



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Hand sanitiser will be available at all entry points and in all class and support rooms

Alcohol-based sanitiser must not be stored or used near heat or naked flame

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 2 provides that good ventilation can be achieved in classrooms without causing discomfort, particularly during cold weather.

**Procedure for Returning to Work (RTW) & Appendix 6 Checklist for School Management**

A RTW form should be completed and returned to the school before returning to work. Schools should request staff (verbally or in writing) to confirm that the details in the pre-return to work form remain unchanged following subsequent periods of closure such as school holidays.

**3. Bubbles/Teams**

*These bubbles are subject to change*

<p><b>Junior Infants 1</b></p> <p>Niamh O’ Connor</p> <p>Eilis Barry</p> <p>Brid O’ Mahoney</p> <p>Sophie Dorney</p> <p>Teresa Coughlan</p>	<p><b>Junior infants 2</b></p> <p>Eilis Barry</p> <p>Niamh O’ Connor</p> <p>Brid O’ Mahoney</p> <p>Sophie Dorney</p> <p>Teresa Coughlan</p>
<p><b>Senior Infants 1</b></p> <p>Dairine Taaffe</p> <p>Niamh Daly</p> <p>Mark Mc Grouerty</p> <p>Joanne Dillon</p>	<p><b>Senior Infants 2</b></p> <p>Niamh Daly</p> <p>Dairine Taaffe</p> <p>Mark Mc Grouerty</p> <p>Joanne Dillon</p>

<p><b>First Class 1</b></p> <p>Ursula Bowen</p> <p>Nicola Murphy</p> <p>Eoin Hanrahan</p> <p>Anne Troy Perry</p>	<p><b>First Class 2</b></p> <p>Nicola Murphy</p> <p>Ursula Bowen</p> <p>Maire O' Donnell</p> <p>Anne Troy Perry</p>
<p><b>Second Class 1 (Eoghan)</b></p> <p>Eoghan O' Connor</p> <p>Mary O'Donnell</p> <p>Fiona Mooney</p> <p>Alisha Heffernan</p>	<p><b>Second Class 1 (Alisha)</b></p> <p>Alisha Heffernan</p> <p>Eoghan O' Connor</p> <p>Mary O'Donnell</p> <p>Fiona Mooney</p> <p>Melissa Cashman (MP)</p>

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<p><b>3rd/4th 1 (Ian)</b></p> <p>Ian Barry</p> <p>Catherine Fleming</p> <p>Kris Long</p> <p>Bríd O' Mahoney</p> <p>Sophie Dorney</p> <p>Melissa Cashman</p>	<p><b>3rd/4th 2 (Catherine)</b></p> <p>Catherine Fleming</p> <p>Ian Barry</p> <p>Kris Long</p> <p>Fiona Mooney</p> <p>Mary O' Donnell</p> <p>Melissa Cashman</p> <p>Sophie Dorney</p>
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**4. Timetables**

<p><b>Timetable for Group A</b> Rooms 1,2,5,6, 9,10</p>	<p><b>Timetable for Group B</b> Rooms 3,4,7,8</p>	
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<p><b><u>Small break</u></b></p> <p>10.20 Out</p> <p>10.30- 10.45 Eat</p> <p>10.45-10.50 Eat and teach</p>	<p><b><u>Small break</u></b></p> <p>10.20 Eat and teach</p> <p>10.25- 10.30 Eat</p> <p>10.30- 10.40 Out</p>	
<p><b><u>Big break</u></b></p> <p>12.10- 12.30- Out</p> <p>12.30- 12.40 Eat</p>	<p><b><u>Big break</u></b></p> <p>12.20- 12.30 Eat</p> <p>12.30- 12.50 Out</p>	
<p><b>Classes in Group A</b></p>	<p><b>Classes in Group B</b></p>	
<p><b>Múinteoir Éilis</b></p> <p><b>Múinteoir Niamh O’</b></p> <p><b>Múinteoir Ursula</b></p> <p><b>Múinteoir Nicola</b></p> <p><b>Múinteoir Eoghan</b></p> <p><b>Múinteoir Alisha</b></p>	<p><b>Múinteoir Ian</b></p> <p><b>Múinteoir Catherine</b></p> <p><b>Múinteoir Dairine</b></p> <p><b>Múinteoir Niamh D</b></p>	

## 5. Entrances & Exits to the school

### Entrance & Exit Points for Specific Classes

Each class enters via their own classroom door, following the one way system as per the

arrows. Scoil Chlíodhna Logistics plan



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### Arrival at school

- Parents are asked to walk/ cycle to school where possible to minimise traffic.
- Gates will open at 8.10 as usual.
- We ask parents to drop and go, and not to congregate on the walking path. ● On the first morning, children can go straight to their classroom. Members of staff will be present on the first morning to help children to find their room.
- From the second morning, each class will have a relevant area to go to in the yard, following the arrows.
- We ask that parents do not enter the school grounds.
- No adults, other than staff members, should enter the building.
- Messages for teachers can be sent by email or urgent messages can be made by phoning the school office.

## 6. End of School Day/Dismissal

- The gates will open from 12.50 for the collection of Junior and Senior infants. ● Please maintain social distance while queuing. Your child's teacher will bring your child to the door. Please leave promptly and avoid congregating with other parents as you walk out. ● There will be a one way system- parents can enter through the large gates, and will exit via the pedestrian gate to walking path.

#### **1st class up**

- 1st classes are going home at 2.05
- 2nd, 3rd and 4th classes leave at 2.10

#### **7. 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 bell at the front gate of the school to alert the office that they have arrived.
- The child will be brought from their class to the adult at the gate by a member of staff.
- The adult who is collecting will be asked to sign the child out.
- No adult should enter the school building or grounds, unless invited to do so.

#### **8. Dealing with a suspected case of Covid-19**

Infection Prevention Control Measures - To prevent Introduction and Spread of COVID-19 in Schools

Staff and pupils are to 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 are not to return to or attend school in the event of the following:

- if they are identified by the HSE as a close contact of a confirmed case of COVID-19
- if they live with someone who has symptoms of the virus
- If they have travelled outside of Ireland; in such instances staff are advised to consult and follow latest Government advice in relation to foreign travel.

Advise staff and pupils to 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

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 via the isolation route by a member of staff. The staff member will remain at least 2 metres away from the symptomatic

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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. 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 and 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.
- 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.

### **9. 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

### **10. 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 SET, where relevant) will suggest activities to support the child's learning at home.

### **11. 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
- Health and Safety officer in Cork ETB (Sarah Flynn) will be contacted

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### **12. Personal Equipment**

- In so far as possible, it is requested that children from 1<sup>st</sup> to 4<sup>th</sup> Class will bring their own pens, pencils, colours, rubbers, etc., to school in their own pencil case to avoid the sharing of equipment. Please ensure that all items are labelled.
- The school will provide a storage box for each child where they will store their books and copies.

It is further requested that all items have the child's name on them for ease of identification. Please ensure that all items of clothing are also labelled.

- For children in Junior and Senior Infants, the school will provide a container which will hold each child's pencils, crayons, etc., and which will be labelled with their name.
- Within each class there will be 'pods'. These are groups of children who will sit together and work together.
- Each pod will have a separate area to hang their coats within the classroom,

### **13. 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. Staff can request that their toys or equipment be cleaned using the school's sanitiser machine.

### **14. Yards**

- The yard will be divided into class sections, which will be used for each class/ bubble for morning assembly (after the first morning)
- Each class will have a separate space to play in at break times, and will not mix with any other classes during playtime. However, pods from the same bubble (children are free to mix when playing outside.
- Children will be encouraged to wash their hands when returning from the yard. ● When children line up, they will line up in their own pod, with distance between each pod.

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### **15. Staffroom/Staff breaks**

- The staffroom will be reorganised to create two stations for preparation of food. Each station has fridge, microwave, kettle etc. A separate staff room has been set up in the SET room.
- Staff will bring their own plate, cup, cutlery to limit contact with other people
- Staffroom will be cleaned daily by cleaning staff

### **16. SET 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 year group bubbles.

- 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/ 4th 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. All rooms will be supplied with appropriate cleaning equipment.

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### **PPE**

According to the latest guidelines, when the 2m distance can not be observed, staff are to wear appropriate PPE. Reusable face masks, surgical grade face masks, visors and goggles will be available

to all staff.

SNAs will carry their own back pack, complete with necessary PPE, first aid, accident record book and cleaning equipment.

### **18. Dealing with toileting accidents**

The school has an intimate care policy in place and children are encouraged to be as independent as possible in their changing of clothes if they have an accident.

PPE equipment will be available to staff that may have to deal with any toileting accidents.

The school will have in place a toileting record book (similar to our current accident booklet). There will be one of these booklets in each class up to 1<sup>st</sup> class and one in the main office if required for older classes.

Each class up to 1<sup>st</sup> class will have an accident kit with spare underwear, PPE, etc. Children in Junior and Senior infants will be asked to keep spare underwear and socks in their schoolbags

### **19. 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. If a substitute cannot be sourced, the link SET may be deployed to this classroom if a substitute can not be employed.

### **20. PE**

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

### **21. Extra-curricular Activities**

The possibility of facilitating extra-curricular activities will be explored. However, it would not be recommended that children from different bubbles would participate in extra-curricular activities at the same time. After-school activities will be suspended in the immediate pending further guidelines.

### **22. Pupil Induction**

The staff in each bubble will plan a focus on SESE and Wellbeing activities initially to ensure the children get to tell their Covid stories and settle back into school. This may include mindfulness, art, creative writing, free writing, games, etc.

Staff will implement a hand hygiene regime with all classes. For example:

- On arrival at school
- Before eating or drinking

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- After using the toilet
- After playing outdoors
- When their hands are physically dirty



- When they cough or sneeze.

### **23. Emergency Closure Preparations**

In the event of a bubble being asked to self-isolate or a whole school closure, books may be sent home with children and children will be taught remotely using Google Classroom/ See saw.