



All Saints' National School

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Logistics Plan for the Safe Re-opening of School

Underlying Principles:

- The school has a responsibility to make 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.

Assumptions:

- All children return to school and classes operate within a bubble system.
- Within each classroom, the children may be further divided into pods, with a minimum distance of 1 metre being maintained between pods where possible.
- The pupils in the different bubbles will play in designated areas of the playground during breaks.
- Mixing between bubbles will be limited as much as possible.
- Hand sanitiser will be available at all entry points and in all class and support rooms.
- All classrooms have been reconfigured to maximise space to accommodate social distancing.
- Co2 Monitors will be installed in classrooms over the coming weeks in line with Department of Education guidelines.
- Windows will remain open at regular intervals throughout the school day to ensure the school is well ventilated.

Arrival at school:

- School opens at 9am and classes commence promptly at this time. We ask pupils to wait with parents / guardians in vehicles or at a physical distance of at least 2 metres from others.
- The pupils in the junior classroom will enter the school building through the rear door of the school building on arrival at school.
- The pupils in the senior classroom will enter the school building through the main entrance at the front of the school building on arrival at school.
- Pupils who have siblings in both classrooms may enter through the rear doors of the school. The emergency exit door leading into the front hallway of the school will provide access to facilitate entry into the senior classroom from the rear of the school building.
- The class teacher will invite the children to enter the building via their designated entrance point.

- No adults, other than staff members, should enter the building without the prior permission of the principal.
- Messages for teachers can be sent by note or by phoning the school office.

End of School Day:

- Adults, who are collecting their children from school at the end of the day, should wait outside the school grounds.
- When the school day is over the following arrangements will apply –
 - The class teacher will bring the children to their designated entrance/exit point and will release the children into the care of the adult who is there to collect them.
- All pupils finishing school at 2.45pm will exit the building through the front entrance of the school. Infant pupils will be collected from the rear door of the school building at 1.45pm.

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 doorbell at the rear entrance to alert the office that they have arrived.
- The child will be brought from their class to the adult 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, 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 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, 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.
- 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.
- 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 –

Your child has:

- a temperature of 38 degrees Celsius or more
- any other common symptoms of COVID-19 - a new cough, loss or changed sense of taste or smell, shortness of breath or an existing breathing condition that has recently become worse
- been in [close contact](#) with someone who has tested positive for COVID-19
- been living with someone who is unwell and may have COVID-19
- other uncommon symptoms of COVID-19, such as sore throat or headaches
- diarrhoea
- returned from another country in the last 14 days * Refer to latest Government advice regarding travel.

Please note this plan is a working document and will be updated in accordance with the most up to date HSE and DES guidelines for schools.

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 learning support teacher, where relevant) will provide suggested activities to support the child's learning at home. The activities will be shared with parents.

Impact of a Suspected or Confirmed Case of Covid-19 in a Class/Pod:

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.

Personal Equipment:

- In so far as possible, it is requested that children will bring their own pens, pencils, colours, rubbers, glue, rulers, etc., to school in their own pencil case to avoid the sharing of equipment.
- It is further requested that all items have the child's name on them for ease of identification.
- The school will provide a container which will hold each child's pencils, crayons, etc., and which will be labelled with their name.

Shared Equipment:

By necessity, some classroom equipment needs to be shared including tablets, laptops and the equipment used for structured activities and play in junior classrooms. Cleaning of such shared equipment will take place at regular intervals to minimise the risk of the spread of infection. Pupils in the junior classroom will be provided with some maths equipment such as counters, number lines, etc., and individual play dough pots to minimise sharing equipment as much as possible.

Playground:

Each bubble will have access to a designated area of the yard during their allotted break times. Break time will be supervised by staff members.

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.
- Children will have their own workspace as much as possible.

PPE:

Staff who are attending to particular care needs or who are administering first aid will wear appropriate PPE including gloves and face masks. It is now recommended that face coverings be worn by staff where a distance of 2 metres is not possible. **According to the Schools Response Plan, face coverings are not suitable for children under 12 years of age.** Hand sanitising stations are available throughout the building at entrances, exits and in classrooms. **Children should not bring personal containers of hand sanitising gel to school.** All Saints' National School will follow all public health advice and Department of Education & Skills guidelines and advice regarding the use of PPE.

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. In exceptional 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. All Saints' National School are part of a Principal Release Day Cluster with local schools. A teacher has been appointed to the position and will cover the teaching duties in the classroom to release the principal to undertake administrative duties.

Visiting Teachers

In certain circumstances, visiting teachers may visit the school with the prior approval of the principal and the Board of Management. All safety precautions, school policies and public health advice will be followed for the duration of the visit.

Visitor Logs

All visitors to the school will be requested to fill in a school visitor/contact tracing log on entering and exiting the building. The purpose of this log is to provide contact information and other relevant details to the HSE in the event of a confirmed case of Covid-19. The information gathered will only be used for these purposes.

Uniforms

Pupils should ideally come to school in freshly laundered clothes.

Lunches

Pupils will be requested to leave their lunchboxes in their schoolbags throughout the school day. The children will be asked to bring home any wrappers in their lunchboxes.

Homework

Written homework will not be set in the initial weeks of return to school. Seesaw will be used in the classroom and in the event of additional school closures. Seesaw will also be used to assign homework activities. Further details will follow.

Communication

All Saints' National School will continue to communicate newsletters as far as practicable using email. Please ensure the school have up to date parent and emergency contact details on return to school. Consent forms will be sent home in homework journals and all relevant safety measures will apply.

Assemblies

Zoom technology and Microsoft Teams will be used for Assemblies to maintain classroom bubbles.

PE

Where possible, PE should take place outdoors and use of equipment should be confined. All equipment will be cleaned regularly to minimise the risk of infection.