



# SCOIL BHRÍDE PRIMARY SCHOOL

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## Logistics Plan for the Safe Reopening of Scoil Bhríde PS

### 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. Each classroom will be a bubble. Sonas classes will be split into a senior and junior bubble.
- There will be staggered entry, exit and play times.
- Each class will get a 15 minute play time on the yard and will be kept within their bubble during this time. The students will still get two breaks as per normal but one will be inside.
- Within each class from 3<sup>rd</sup> to 6<sup>th</sup>, the children may be further divided into pods, with a minimum distance of 1 metre being maintained between pods
- Hand sanitiser will be available at all entry points, communal areas, classrooms and SET rooms.

The drop-off time slots are as follows:

<b>8.50 – 9.05:</b>	Junior Infants (following the induction period), 1 <sup>st</sup> class, 3 <sup>rd</sup> class, 5 <sup>th</sup> class & Sonas pupils
<b>9.05 – 9.20:</b>	Senior Infants, 2 <sup>nd</sup> class, 4 <sup>th</sup> class & 6 <sup>th</sup> class

The phased re-opening plan of Spraioi classes (mainstream) and Sonas classes (special classes) is as follows:

<b>Tuesday 1<sup>st</sup> September</b>	<p><b>Spraioi:</b> Junior Infant pupils only – Parents will receive further information regarding specific time slots per child to meet their teacher.</p> <p><b>Sonas:</b> All pupils remain at home due to additional staff training.</p>
<b>Wednesday 2<sup>nd</sup> September</b>	<p><b>Spraioi:</b> Junior Infants (as per induction timetable), 1<sup>st</sup> Class, 3<sup>rd</sup> Class &amp; 5<sup>th</sup> Class.</p> <p><b>Sonas:</b> New Sonas pupils only (all other Sonas pupils remain at home).</p>
<b>Thursday 3<sup>rd</sup> September</b>	<p><b>Spraioi:</b> Junior Infants (as per induction timetable), Senior Infants, 2<sup>nd</sup> Class, 4<sup>th</sup> Class &amp; 6<sup>th</sup> Class.</p> <p>*All other Spraoi class levels remain at home.</p> <p><b>Sonas:</b> New Sonas pupils (as per induction timetable), and all other Sonas pupils return.</p>
<b>Friday 4<sup>th</sup> September</b>	<p><b>All Sonas and Spraoi Class Levels</b></p> <p>*Junior Infant pupils and new Sonas pupils will continue to follow their induction timetables for the first weeks of school, as outlined in your induction packs.</p>

We thank you in advance for your patience and understanding in relation to this phased return to school for our pupils, which will assist our efforts to minimise the risk related to Covid-19.

Please note that the plan for re-opening Scoil Bhríde may be subject to change due to updated Government guidelines and/or the prolonging of current county restrictions due to Covid-19.

#### **Entrance and Exit Points:**

There are now four new access points to and from the school for the safe arrival and exit of pupils each day. Photos will be provided online in advance of school opening.

These access points will be clearly labelled with coloured arrows, and the use of these will be supported with verbal directions from staff members.

**Junior Infants and Senior Infants (Green route)** – enter the school via the main school entrance. Pick up at home time will be on the basketball courts.

**1<sup>st</sup> and 2<sup>nd</sup> Class (Orange route)** - enter and exit the school via the door at the basketball courts.

**3<sup>rd</sup> and 4<sup>th</sup> Class (Blue route)** – enter and exit the school via the side door (where they previously entered in the morning).

**5<sup>th</sup> and 6<sup>th</sup> Class (Red route)** – enter and exit the school via the emergency exit near car park 2.

**Sonas Classes (Yellow route)** – enter via the main door into the Sonas corridor, in car park 2. *Please see map (Appendix 1)*

**Finish times:**

School finish times have also been staggered to allow the safe exit of all pupils from the school.

<b>Junior Infants:</b>	1.20 p.m. (Following the completion of the induction timetable).
<b>Senior Infants:</b>	1.30 p.m.
<b>Junior Day Sonas Pupils:</b>	1.30 p.m.
<b>1<sup>st</sup> Class:</b>	2.05 p.m.
<b>2<sup>nd</sup> Class:</b>	2.10 p.m.
<b>3<sup>rd</sup> Class:</b>	2.15 p.m.
<b>4<sup>th</sup> Class:</b>	2.20 p.m.
<b>5<sup>th</sup> Class:</b>	2.25 p.m.
<b>6<sup>th</sup> Class:</b>	2.30 p.m.
<b>Senior Day Sonas Pupils</b>	2.30 p.m.

**End of School Day**

- All adults collecting students are required to maintain their 2 metre distance as per Government guidelines.
- To limit class interruptions, parents may only collect pupils at the times listed above.
- Pupils who use bus transport to and from school will enter school at 8.50 a.m. and depart school at 1.30 p.m. and 2.30 p.m.

**Collection of Children during the School Day**

In the exceptional case that 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 phone reception to notify the school. The receptionist will then grant entry to the reception area.
- The child will meet the adult at reception.
- 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/ staff 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 SET teacher assigned to their class level. The staff member will remain at least 2 metres away from the symptomatic child and will also ensure 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 if 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 and disinfection of the isolation area and work areas involved.

If a staff member displays symptoms while at work the following procedures will be implemented:

- Follow the procedure as above.
- The staff member must inform the principal and their assigned SET teacher if relevant.
- They will use a mask provided and disinfect their workspace before leaving their area if possible.
- The staff member will leave the school building through the nearest exit.

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.

#### **Isolation Rooms:**

There are 2 isolation rooms in the school, there is also one back up isolation room.

1. Isolation room 1-Multi-purpose room 1 (next to Principal's office)
2. Isolation room 2- Room next to Deputy Principal's office.
3. Back up isolation room-Multi-purpose room 2 (upstairs in 5<sup>th</sup>/6<sup>th</sup> class corridor)

#### **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 displaying any symptom of Covid 19

### **Supporting the Learning of Children who cannot attend school**

If a child is not able to attend school for an extended period of time due to Covid 19 related guidelines, the class teacher (and/or the SET teacher, where relevant) suggested activities to support the child's learning at home will be shared with parents on Google Classroom.

**A child in the very high risk child category:** who cannot attend school will have access to a designated teacher, class teacher and SET, where relevant on Google classroom.

**A child who is self-isolating:** will have access to their class teacher on Google classroom.

The list of people in very high risk groups include people who:

- have had an organ transplant
- are undergoing active chemotherapy for cancer
- are having radical radiotherapy for lung cancer
- have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment
- are having immunotherapy or other continuing antibody treatments for cancer
- are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors
- have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs
- have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD
- have a condition that means they have a very high risk of getting infections (such as SCID, homozygous sickle cell)
- are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)
- have a serious heart condition

If your child falls into any of these categories please contact the school immediately via email [info@scoilbhrideps.com](mailto:info@scoilbhrideps.com)

### **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 or has a suspected or confirmed case of Covid-19

- Public health advice will be sought and followed

### **How to set up meeting with teacher/principal**

Unfortunately, there can be no informal meetings with staff members during this time. All appointments must be made through reception. Meetings will take place over the phone or video calls, in certain circumstances.

### **Cleaning**

In accordance with DES guidelines, the school will be cleaned thoroughly throughout the day as well as after school.

### **Handwashing & Hand Sanitising**

Please remind your children that they should perform hand hygiene:

- on arrival at school
- before eating or drinking
- after using the toilet
- after playing outdoors
- when their hands are physically dirty
- when they cough or sneeze

### **Personal Equipment**

- In so far as possible, it is requested that children from 1<sup>st</sup> to 6<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.
- It is further requested that all items have the child's name on them for ease of identification.
- All children should have a school and home pencil case.
- All children can bring in their own sanitiser to school to use before and after eating. It should be clearly labelled with their name.

### **Lunch boxes and water bottles:**

It is recommended that lunch boxes and water bottles are washed thoroughly after each school day. The use of zip lock bags may also be useful if this is easier. The school lunch delivery service from the *The Lunchbag* will resume early in the school year. Orders from *The Lunchbag* may not be collected by parents if your child is absent.

### **School Uniforms:**

- The risk of survival of the virus is quite low on soft furnishings and clothing. However, children's uniforms should be clean and washed regularly as a child may have coughed or sneezed into their sleeve as per coughing protocols.
- It is suggested, as with any other year that children change from their uniform as soon as they return home from school.
- Parents should change their child's uniform at least twice during the week and they must be washed after use. This can include the PE uniforms-alternating days may be helpful for parents.
- It is advised that any pupils who cannot tie their shoe laces must wear Velcro shoes.

### **Use of Face Masks/Visors**

- It is currently not recommended in Ireland for children under 13 to wear face masks/visor as a mitigation strategy against the transmission of the coronavirus.
- If a parent wishes their child to wear a mask/visor, this will be permitted.

### **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 and disinfection of such shared equipment will take place between uses and at regular intervals to minimise the risk of the spread of infection.

### **Homework**

***There will be no homework given in any class for the first 2 weeks of September.***

After this it is intended that certain books and workbooks will be sent home for use at home only. These books will not be brought back into school every day as would usually be the case. The student will complete their homework in a *homework copy*. This copy will also remain at home. The student will upload clear pictures of their homework to Google Classroom for correction by their teacher. ***This process will be formalised at the start of September. Any changes to this system will be communicated in advance.***

There will be no homework diaries this year. Homework will be posted on Google Classroom.

### **One way system**

All students and staff are requested to walk on the left without touching the walls inside the school building.

### **Classroom layout**

All classrooms have been set up as per government guidelines. Each class will act as its own 'Bubble'. Each student will maintain at least 1m distance from each other at all times. All teachers and SNAs are required to keep a minimum of 1m distance from pupils at all times. Face visors should be worn in instances where this is not possible. A few things to note on classroom logistics:

- Each pupil must have an assigned seat and will not move every few weeks as usually would be the case.
- Teachers may set up 'Pods' of 3-5 pupils in their class. Children in these pods must still maintain at least 1m distance from each other.
- Commonly shared materials: students must have their own equipment and cannot borrow or use anything that is not theirs. This applies to art materials also.
- Homework: each student will have a *homework copy* and certain books will remain at home for homework only e.g Read at Home. The students will upload their homework to Google Classroom for correction.
- Toilet breaks: students can use the toilet as per normal. They are required to wash their hands using soapy water and use the blue dispenser outside the toilet. They may then sanitize their hands using the dispenser.

### **Staff training**

All staff will have completed Covid 19 induction training prior to the commencement of the school year.

### **Special Education Teaching**

In keeping with our Special Education policy, special education teaching will be provided by a blended approach of in-class support and withdrawal. The provision of support will be organised to minimise the movement of SET teachers between bubbles as much as possible.

- 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 3<sup>rd</sup> to 6<sup>th</sup> 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

#### **PPE**

While it is not envisaged that 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 including gloves and face masks. Face visors will be provided to all staff members. It is advised that these be used when it is not possible to keep at least 2m away from adults and 1m from students.

#### **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 found and a SET teacher is unavailable to cover, a class may be asked to remain at home in these exceptional circumstances. Parents will be notified in advance if this is the case.

#### **PE**

Where possible, PE should take place outdoors. As the yard will be occupied for most of the day, the J1 yard space outside the staff room may be used. The use of PE equipment will be reviewed over the first 2 weeks of school. Further guidance on this will be issued.

#### **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. The staggered finishing times will also make the scheduling of after-school activities problematic. Further updates will be provided in September.

**Please note: this is a living document. It will be regularly reviewed and updated in line with DES guidelines and feedback.**



## **Appendix 1**

Ground Floor Plan



First Floor Plan

