

Plan for Re-opening of the School

What is different this year:

- In St. Ita's N.S. when children return to school all classes will operate within their own self-contained system or zone. Each zone corresponds to a floor level. Each floor level has a number of classes, each class is a bubble and inside each class there are pods of pupils. A pod will usually consist of a group of four or six pupils. We have created a number of split classes to reduce the number of pupils in each class.
- The school is divided into 3 groups with each group having different starting times, break times, lunch times and finishing times.
- We will operate four entrance points to the school. All pupils on the ground floor will enter through the brown door (Door A.) from the school yard.
All pupils on the middle floor will enter through the white door (Door B) from the school yard and proceed directly up the stairs to their classrooms.
All pupils on the top floor will through the gates into the astro grass yard, enter the school through the door (Door C) off this yard and proceed directly up the stairs to their classrooms. In this way we have created three self-contained zones whereby the pupils will not interact while in school. This will allow for social distancing at the entrance and for the free movement of pupils in and out of school.
- Each class will have two twenty-minute breaks in the yard, totalling forty minutes, to allow plenty of time for play and fresh air.
- In each class from 3rd to 6th, the children will be further divided into pods, with a minimum distance of 1 metre being maintained between pods.
- A 2-metre distance will be observed by the class teacher, where possible. Teachers will wear face coverings where the 2-metre distance cannot be observed.
- Where a Special Needs Assistant is supporting a child, she will wear a face covering when she is sitting beside or near the child.
- Hand sanitiser will be available at all entry/exit points, outside and inside all class and support rooms and in the isolation room. The pupils will receive training in hand washing and cough and sneeze etiquette every day in the first weeks back at school.

Entry times and exits times for each class:

Please take note of your child's entrance and exit points and the start and finish times.

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Three Zones:

Top Floor	Middle Floor	Ground Floor
Ms. O' Brien, 3 rd Class, Room 15	Ms. F. Mitchell, Senior Infants, Room 9	Ms. Cleary, Junior and Senior Infants, Room 2
Ms. Ruane, 4 th and 5 th Class, Room 16	Ms. Geraghty, Senior Infants, Room 10	Ms. McDonagh (Ms. O'Malley), Junior Infants, Room 5
Ms. Cormican, 5 th and 6 th Class, Room 18	Mr. F. Whelan, 1 st Class, Room 11	Ms. Walsh, Junior Infants, Room 6
Ms. Mannion, 6 th Class, Room 17	Ms. J. Glynn, 2 nd Class, Room 8	Ms. Clarke (Ms. Mahony), 3 rd Class, Room 1
		Ms. S. Mitchell, 4 th Class, Room 21

Zone	Teacher	Entrance	Start Time	Finish Time
Ground Floor	Ms. Cleary	Brown Door (A)	8.50am	1.30pm
Ground Floor	Ms. Walsh	Brown Door (A)	9.00am	1.40pm
Ground Floor	Ms. McDonagh	Brown Door (A)	9.10am	1.50pm
Ground Floor	Ms. S. Mitchell	Brown Door (A)	9.20am	3.00pm
Ground Floor	Ms. Clarke	White Door (B)	9.00am	2.40pm
Middle Floor	Ms. F. Mitchell	White Door (B)	8.50am	1.30pm
Middle Floor	Ms. Geraghty	White Door (B)	9.00am	1.40pm
Middle Floor	Mr. F. Whelan	White Door (B)	9.10am	2.50pm
Middle Floor	Ms. J. Glynn	White Door (B)	9.20am	3.00pm
Top Floor	Ms. O' Brien	Door off Astro Grass Yard (C)	8.50am	2.30pm
Top Floor	Ms. Ruane	Door off Astro Grass Yard (C)	9.00am	2.40pm
Top Floor	Ms. Cormican	Door off Astro Grass Yard (C)	9.10am	2.50pm
Top Floor	Ms. Mannion	Door off Astro Grass Yard (C)	9.20am	3.00pm

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Arrival at School

Special Arrangements for Junior Infants from Tuesday, 1st September to Friday, 11th September only (2 weeks). Please see these special arrangements below.

Ms. Cleary's Class Room 2
Arrive at 8.50 am and finish at 11.30 am

Ms. Walsh's Class Room 6
Arrive at 9.00 am and finish at 11.40 am

Ms. McDonagh's Class Room 5.
Arrive at 9.10 am and leave at 11.50 am

For the rest of the classes there will be 4 start times as stated earlier:

Please note the following new procedures:

- Do not send your child too early to school as we cannot allow them into their class before their start time and we want to avoid large congregations at the school gate. If you are early, please wait away from the entrance or in the car, if driving.
- Allowance will be made for siblings who start at different times. Teachers will be available to supervise **siblings only** in their respective classrooms.
- Staff members will receive the children at the school entrances and direct them to their entry point.
- **Only Junior and Senior Infant parents will be allowed into the yard**, one parent per child. Please prepare your child for this. Parents of pupils in Junior and Senior Infants will walk their children into the main yard and towards their entrance door. Their class

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teacher will meet the children at the entrance door and take the children into their classroom.

- Parents/Carers of Junior and Senior Infants coming into the yard are asked to wear a face mask, to observe 2-metre social distancing and to allow for the free flow of pupils and parents arriving simultaneously.
- **Parents of pupils from First Class upwards** are not allowed on the grounds. Our restricted entrance does not allow for sufficient social distancing. Again, pupils will be supervised closely until they arrive at their room. They will become familiar with their route in to their classroom within a few days.
- We ask for co-operation with these times as it will mean that the classes can start on time.
- No adults, other than staff members, should enter the building.
- Messages for teachers, should the need arise, can be sent by email to the school or by phoning the school office (091841605).
- **PLEASE NOTE: This plan will apply no matter what the weather so, even on wet days, your child will go to his or her allocated entry door as usual. There will be no access to the school for all the children via Reception on wet days as was the practice previously.**

End of School Day

When the school day is over, the following arrangements will apply:

1. **Junior and Senior Infants:** Adults, who are collecting their children from Junior and Senior Infants at the end of the day should wait in the assigned area in the yard. This will be shown to you on the first day back. Please ensure that anyone who is collecting your child is aware of this, for example, childminders, crèche personnel, relatives or friends. Please wear a mask and observe a 2-metre distance. Please do not linger in the school grounds when dropping children to school/ collecting children at the end of the day in order to follow social distancing rules.
2. **First Class and Second Class:** The class teacher will bring the children to the yard and will bring the children to the gate of the main yard and release the children into the care of the adult who is there to collect them.
3. **3rd, 4th, 5th and 6th Classes:** The class teacher will allow each pod to leave the classroom separately in order to minimise contact. The teacher will walk the children to the gate that the children entered through in the morning and the children will meet their parents **off the school grounds.**

PLEASE NOTE: Parents of pupils from 1st to 6th class cannot wait on the school grounds at the end of the school day as it would be impossible to maintain social distancing.

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

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- Parents/Guardians should inform the school in advance if, for a particular reason, they need to collect their child outside of normal school hours.
- When the adult arrives at the school, they should either phone the office or use the buzzer at the front door of the school 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, unless invited to do so or by appointment.
- No collection of pupils during yard time.

Dealing with a suspected case of Covid-19

Symptoms of Covid-19:

- High temperature
- Cough
- Shortness of breath or breathing difficulties
- Loss of smell, of taste or distortion of taste

If a pupil displays symptoms of Covid-19 while in the building, the following are the procedures which will be implemented:

- Parents/guardians will be contacted immediately
- The child will be accompanied to the designated isolation area 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. In the event of more than one child presenting with symptoms of Covid, a number of different isolation areas will be used.
- A mask will be provided for the child presenting with symptoms. The child should wear the mask if in a common area with other people or while exiting the premises
- 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
- An infra-red non-touch thermometer will be used to take the child's temperature. If the child's temperature is 38 degrees or higher, a call will be made to the parent/guardian so the child can immediately be brought home. **Parents must be aware that an appropriate adult must be available to bring the child home promptly.** Parents should call their doctor and continue self-isolation at home
- 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.

Children who should not attend school

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

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- Children who have been diagnosed with Covid-19 within the previous 14 days
- Children who have been in close contact with a person who has been diagnosed with Covid-19 within the previous 14 days
- 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 from countries not on the green list must self-isolate for a period of 14 days in line with public health guidance.
- Children who are generally unwell.

Supporting the Learning of Children who cannot attend school

If a child is not able to attend school, on account of approved medical reasons, for an extended period of time, suggested activities to support the child's learning at home will be shared with parents by the class teacher (and/or the learning support teacher, where relevant).

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

- The parents of all children in the class will be notified.
- Public health advice will be sought and followed.

Child's Personal Equipment

- **Pencil Case:** Children from 1st to 6th Class will bring their pencil case to school and leave it in school.
- It is further requested that all items, where possible, should have the child's name on them for ease of identification.
- **Tissues:** All children should have a packet of tissues in their school bag. The teacher will also have tissues available.
- **Lunch Box:** Ideally, pupils should bring lunches in a zip lock bag, a paper bag, a greaseproof bag or use tinfoil. Lunch boxes are usually hard plastic and this material retains the virus longer than other soft materials such as clothing and paper, therefore, the lunch boxes should be washed at home every night. Please do the same with drink containers/ re-usable bottles. Children should be able to open their own drink bottles.
- **No toys or equipment** to be brought to school from home.

What to bring to school on Day 1

All Classes: School bag containing, lunch box, drink and tissues. All of their school books and all items on their booklist. All of these items will remain in school and pupils will bring home their school bag on the first day. The pupil's school bag remains at home for the remainder of

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the month. From the second day of September onwards and until further notice, pupils will bring just a lunch to school. Ideally, this should be in a zip lock bag or a container that is easy to wipe clean.

School Books and Copies

- A safe system will operate for the management of books and copies within the classroom to avoid cross contamination.
- The class teacher will explain to the children how this will work within the classroom when the children return to school.

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.
- Under the supervision of the teacher, the 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.

Break Time

- Each class will have two 20 minute breaks outside so the children will have plenty of time for play and fresh air.
- Each class will have access to the yards during their allotted break times.
- Each class (bubble) will be assigned to a designated area on the yard and will play within it.

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 particular bubbles.

- Where a support teacher is working alongside a class teacher in a classroom, both teachers will 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.
- The tables and chairs in SET rooms will be wiped clean in between different groups attending

Special Needs Assistants

- Due to the number of SNAs allocated to our school by the Department (access is not one-to-one), SNAs will be deployed across different bubbles within the school.
- When this occurs, all HSE guidelines will be followed.

Physical Education (P.E.)

- All PE classes will take place outdoors for the month of September, at least.

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Homework

- There will be no homework for the month of September as pupils settle back into school routines.

Extra-curricular Activities

- There will be no extra-curricular activities, including Homework Club, after school.
- Further updates will be provided in late September.

Uniform

- We have decided that the children may wear the school uniform and school tracksuit on alternate days to facilitate and to maintain cleanliness.
- Teachers will inform the class as to which days PE will take place once school reopens.

PPE

- PPE will be provided to all staff members. Staff are required to follow the latest guidelines from the Department of Education in relation to 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.
- If a substitute teacher is not available, it is not appropriate for the class to be divided into groups and accommodated in other classes.

Curriculum and Wellbeing

- The advice from the Department of Education and Skills (DES) is 'Slow Down to Catch Up'.
- There will be a focus on Literacy, Numeracy and Well-being (including physical well-being) for the first few weeks, in particular.

This plan was reviewed and approved by the Board of Management at a meeting held on the 24th of August, 2020. It will be reviewed on an ongoing basis as any new guidelines issue or as the need arises.

Signed: Monsignor Cathal Geraghty, Chairperson, Board of Management

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Signed: Patrick Coyle, Principal