

Scoil Iognáid de Rís

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Covid-19 Return to School Plan



School Re-opening
27th August 2020



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Covid-19 Return to School Plan



Introduction

1. Introduction

As a school community we have successfully navigated our way through what has been the most challenging time in the history of modern Irish education. As we look forward in excitement to reopening our school on 27th August we need to be aware that there will be challenges ahead.

Our school will operate under new norms. As a school community we will have to adapt quickly to new and revised practices and procedures many of which are detailed in this policy. The Health, Safety and Well-being of all members of our school community is of paramount importance to us all.

Procedures have been put in place in line with HSE and Department of Education and Skills advice and guidance and are subject to change as new advice or the changing needs of our school dictate. All members of the school community, irrespective of circumstance, are expected to adhere fully to the procedures put in place in an attempt to minimize the risk posed by Covid-19. It is critical that staff, pupils, parents and visitors are aware of, and adhere to, the control measures outlined and that they fully cooperate with all health and safety requirements.

It cannot be emphasized strongly enough that all members of the school community must adhere fully to the practices and procedures put in place to ensure all of our safety. Any instances of non-compliance will be brought to the attention of the Board of Management.

Each and every individual must play their part. We all have an obligation to do what we can to ensure the safety of our school community. Breaches of procedure by any individual will not be tolerated. Covid-19 poses a serious risk to us all.

2. Aims

Through the implementation of the practices and procedures as outlined in this plan our school community aims to:

- Do everything practical to avoid the introduction of COVID-19 into our school.
- Reduce the likelihood of the spread of Covid-19, insofar as possible, within our school if introduced.
- Detail for all members of our school community how our school will reopen for all students from the 27th of August and what the operation of our school will look like so as to be sustainable in a COVID-19 context.
- Balance the need for a practical and sensible level of caution with the need to provide a supportive environment for teaching and learning.

3. Covid-19 Policy Statement

Scoil Iognáid de Rís is committed to providing a safe and healthy workplace for all our staff and a safe learning environment for all our pupils. To ensure that, we have developed the following COVID-19 Response Plan. The BOM and all school staff are responsible for the implementation of this plan and a combined effort from all members of the school community will help contain the spread of the virus.

In Scoil Iognáid de Rís we will:

- continue to monitor our COVID-19 response and amend this plan in consultation with our staff.
- provide up to date information to our staff and pupils on the Public Health advice issued by the HSE and Gov.ie
- display information on the signs and symptoms of COVID-19 and correct hand-washing techniques.
- agree with staff, a worker representative who is easily identifiable to carry out the role outlined in this plan.
- inform all staff and pupils of essential hygiene and respiratory etiquette and physical distancing requirements.
- adapt the school to facilitate physical distancing as appropriate in line with the guidance and direction of the Department of Education.
- keep a contact log to help with contact tracing.
- ensure staff engage with the induction / familiarisation briefing provided by the Department of Education.
- implement the agreed procedures to be followed in the event of someone showing symptoms of COVID-19 while at school.
- provide instructions for staff and pupils to follow if they develop signs and symptoms of COVID-19 during school time.
- implement cleaning in line with Department of Education advice.

All school staff will be consulted on an ongoing basis and feedback is encouraged on any concerns, issues or suggestions.

This can be done through the Lead Worker Representative, Mr. Tom Cunniffe, who will be supported in line with the agreement between the Department and education partners. The Deputy Lead Worker Representative is Ms. Edel Delaney.

4. Know the symptoms of Covid-19

In order to prevent the spread of COVID-19 it is important to know and recognise the symptoms. They are:

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

Coronavirus COVID-19

Coronavirus COVID-19 Public Health Advice

If you have fever and/or cough you should stay at home regardless of your travel or contact history.

If you have returned from an area that is subject to travel restrictions due to COVID-19 you should restrict your movement for 14 days. Check the list of affected areas on www.dfa.ie

All people are advised to:

- > **Reduce** social interactions
- > **Keep a distance** of 2m between you and other people
- > **Do not** shake hands or make close contact where possible

If you have symptoms visit hse.ie OR phone HSE Live **1850 24 1850**

How to Prevent

- Stop** shaking hands or hugging when saying hello or greeting other people
- Distance** yourself at least 2 metres (6 feet) away from other people, especially those who might be unwell
- Wash** your hands well and often to avoid contamination
- Cover** your mouth and nose with a tissue or sleeve when coughing or sneezing and discard used tissue
- Avoid** touching eyes, nose, or mouth with unwashed hands
- Clean** and disinfect frequently touched objects and surfaces

Symptoms

- Fever (High Temperature)
- A Cough
- Shortness of Breath
- Breathing Difficulties

For Daily Updates Visit
www.gov.ie/health-covid-19
www.hse.ie

Ireland is operating a duty strategy in line with WHO and ECDC advice

HSE | Rialtas na hÉireann Government of Ireland

5. Minimising the Risk of Introduction of COVID-19 into our school

As a school community we must do everything practical to avoid the introduction of COVID-19 into our school. If infection is not introduced it cannot be spread. The risk of spreading the infection once introduced exists in all interpersonal interactions; student-student, staff member- staff member and staff member-student and must be managed in all settings.

A range of essential control measures have been implemented to reduce the risk of the spread of the Covid-19 virus and to protect the safety, health and welfare of staff, pupils, parents and visitors, as far as possible, within the school environment. These control measures shall continue to be reviewed and updated as required on an ongoing basis.

It is critical that staff, pupils, parents and visitors are aware of, and adhere to, the control measures outlined and that they fully cooperate with all procedures and health and safety requirements.

5.1 Promoting awareness:

- *All members of our school community will actively promote* awareness of COVID-19 symptoms.
- Signage informing members of the school community of the symptoms of Covid-19 and the need for social distancing are displayed at all access points to school grounds.
- All members of the school community will embed in pupils the need for appropriate respiratory hygiene and hand hygiene.
- Parents, pupils and staff will adhere to all procedures.

5.2 Attendance at school:

- Members of the school community who display symptoms of Covid-19 **MUST NOT ATTEND or VISIT OUR SCHOOL** and should immediately phone their doctor and follow HSE guidance on self isolation;
- Members of the school community **MUST NOT ATTEND OR VISIT OUR SCHOOL** if they have been identified by the HSE as a contact for person with COVID-19 and must follow the HSE advice on restriction of movement;
- Staff and pupils that develop symptoms at school must promptly bring this fact to the attention of the Principal, or in school management team as appropriate.
- Staff and pupils must know the protocol for managing a suspected case of COVID-19 in school as detailed in Section 8 of the DES Guidelines.
- Everyone entering the school building must perform hand hygiene using hand sanitiser provided at each entrance.
- If pupils are sick they **MUST NOT** present for school.

- **Visits** to the school by all persons other than staff and pupils will be **by appointment only**.
- Appointments must be arranged in advance through the school office, by phone on (056) 7761739 by email at office.cbsprimarykk@gmail.com.
- Each visitor entering the school will be required to complete a Contract Tracing Log irrespective of the duration of the visit.
- Parents must drop and collect pupils from the designated entrances/exits and not enter the school grounds.
- Parents/designated persons **MUST** practice physical distancing of 2m.
- Physical distancing of 2m should be maintained between staff and all visitors to the school.
- Physical distancing of 2m should be maintained between all adults when on school grounds.
- All visitors to the school with pre-arranged appointment **MUST wear suitable face coverings**.

5.3 Respiratory Hygiene

All members of our school community **MUST** practise and actively promote good respiratory hygiene at home and at school as this will help protect people around us from viruses such as flu and Covid-19.

Good respiratory hygiene entails:

- Covering your mouth and nose with a tissue or your bent elbow when you cough or sneeze.
- Disposing of the used tissue immediately and safely into a nearby bin.
- Bins will be emptied at regular intervals.

5.4 Hand Hygiene

All members of our school community MUST practise and actively promote effective hand hygiene at home and at school.

Staff and pupils must understand why hand hygiene is important as well as when and how to wash their hands.

- Hand sanitisers are installed, with appropriate signage, at each entry point, in each classroom and at appropriate locations throughout the school.
- Posters are displayed at each hand washing station throughout the school showing effective hand washing technique.
- HSE guidelines on handwashing are available at:
<https://www2.hse.ie/wellbeing/how-to-wash-your-hands.html>
- All persons entering the school building must perform hand hygiene using hand sanitiser provided.

- Hand hygiene can be achieved by hand washing or use of a hand sanitiser (when hands look clean).

Frequency of Hand Hygiene

Pupils and staff MUST 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.

5.5 Physical Distancing

Maintaining physical distancing in the school environment is one of the key control measures to minimize the risk of the introduction and spread of COVID-19.

Physical distancing will be usefully applied in our school allowing for some flexibility when needed. It will be applied in a practical way that recognises that the learning environment cannot be dominated by a potentially counterproductive focus on this issue. Physical distancing in our school will look different across the various ages and stages of learning.

It is recognised that it is not always possible for staff to maintain physical distance from pupils and it is not appropriate that they would always be expected to do so where this could have a detrimental impact on the pupil i.e. if a child sustains an injury and requires first aid.

However, where possible staff should maintain a minimum of 1m distance and where possible 2m. They should also take measures to avoid close contact at face to face level such as remaining standing rather than sitting beside/crouching down.

All adult visitors to the school, as scheduled by appointment, MUST maintain a 2m distance from school staff and wear suitable face coverings.

Our school community is committed to the two principles of physical distancing, namely, increasing separation and decreasing interaction, as a means of minimising the risk of the introduction of Covid19 to our school.

6. Practices and Procedures

Teachers and their Rooms

Room 1: Mrs. Moloney (2 nd class)	Room 6: Ms. Ní Bheacháin (6 th class)
Room 2: Mr. Reidy (2 nd Class)	Room 7: Ms. Minogue (6 th class)
Room 3: Ms Larkin (Special Ed)	Room 8: Mr Cunniffe (Special Ed)
Room 4: Ms Boyle (Special Ed)	Room 9: Ms Curran (Special Ed)
Room 5: Mrs. Ryan (4 th class)	Room 10: Mrs. Bolger (4 th /5 th class)
Computer Room: Ms. Brennan (3 rd class)	Art Room: Mr. Leahy (5 th class)

Assembly and dismissal of pupils

Staggered Drop Off and Collection Times

To help with reducing the amount of traffic around the school gates, children are asked to walk/cycle/scoot to school if it is at all possible.

Unfortunately, it will not be possible for parents/guardians to come onto the school grounds before/after school. **To minimise the risks, and to help us to maintain social distancing, pupils may not come onto the school grounds before the school doors open at 8.45a.m.**

Morning:

Parents are asked to ‘drop and go’ at the school gates anytime between 8.45a.m. and 9.00a.m. **No parking will be allowed on school grounds before or after school.**

All class teachers will be in their classrooms by **8.45a.m.**

8:50 School starts for downstairs corridor (Ms. Moloney, Mr. Reidy, Ms. Ryan, Ms. Brennan)

9:00 School starts for upstairs corridor Exit – Upstairs corridor (Ms. Bolger, Mr. Leahy, Ms. Minogue, Ms. Ní Bheacháin)

Children will go directly to their classrooms on arrival. Other staff members (including Special Education Teachers, SNAs and the Principal) will be available outside and inside the building to receive the children and to help them to their classrooms.

This table shows the designated access points that the pupil must use in the **morning**.

Access Point	Classes	Support
Front door (access point 1)	Art room (Mr. Leahy) and Room 6 (Ms. Ní Bheacháin)	Mr. Bergin
Door in senior yard (access point 2)	Computer Room (Ms. Brennan)	Mr. Cunniffe
Door in senior yard (access point 3)	Room 1 (Ms. Moloney) and Room 2 (Mr. Reidy)	Ms. Boyle
Door in senior yard (access point 4)	Room 5 (Ms. Ryan)	Ms. Larkin
Junior yard (access point 5)	Room 7 (Ms. Minogue) and Room 10 (Ms. Bolger)	Ms. Curran and Ms. Malone/Ms. Delaney

Afternoon:

2.30p.m. School finishes for the **downstairs corridor** (Ms. Moloney, Mr. Reidy, Ms. Ryan, Ms. Brennan). Class teachers will walk their classes to the school gate to school gate. Parents/ guardians are asked to collect their son at the school gate at this time. Families that have children in an upstairs classroom **as well as in a downstairs classroom**, may collect all their children at this time. (SEN teachers will support the exit of these pupils from the senior classes)

2.40p.m. School finishes for the **upstairs corridor** (Ms. Bolger, Mr. Leahy, Ms. Minogue, Ms. Ní Bheacháin). Class teachers will walk their classes to the school gate. Parents/ guardians are asked to collect their son at the school gate at this time.

We ask that all children are collected on time at these designated times. We ask that parents do not delay the teachers at this time. If a parent wishes to speak with their child's teacher, then please put a note in your son's diary or phone the school secretary.

This table shows the designated door that classes will leave through at the end of the day.

Access Point	2:30	2:45
Front door (access point 1)	Room 1 (Ms. Moloney)	Room 6 (Ms. Ní Bheachain)
Door in senior yard (access point 2)	Computer room (Ms. Brennan)	
Door in senior yard (access point 3)	Room 2 (Mr. Reidy)	Art room (Mr. Leahy)
Door in senior yard (access point 4)		Room 7 (Ms. Minogue)
Junior yard (access point 5)	Room 5 (Ms. Ryan)	Room 10 (Ms. Bolger)

Parents and guardians who to collect children are asked to maintain a social distance outside the school gate. **This system will apply rain, hail or shine so please make sure that your child comes to school prepared for the weather!**

Summarised Timetable for Drop Off and Pick Up

- 8.45** All staff to be present to support arrival of pupils
Class teachers to be in their classrooms
SETs, SNAs and Principal to support arrival of pupils
- 8.45 – 9.00** Arrival of pupils – Stop, Drop, Go system. No adults to enter the school yard.
Children to go straight to their classrooms on arrival through designated doors
- 8:50** School starts for downstairs corridor (Ms Moloney, Mr Reidy, Ms Ryan, Ms Brennan)
- 9:00** School starts for upstairs corridor Exit – Upstairs corridor (Ms Bolger, Mr Leahy, Ms Minogue, Ms Ní Bheacháin)
- 2.30** Exit – Downstairs corridor (Ms Moloney, Mr Reidy, Ms Ryan, Ms Brennan)
- 2.40** Exit – Upstairs corridor (Ms Bolger, Mr Leahy, Ms Minogue, Ms Ní Bheacháin)

- **Pupils must arrive as close to class starting time as possible. No pupil should be on school grounds before 8.45am.**
- Pupils **WILL NOT** be permitted to congregate/play in the school yard on arrival/dismissal.
- Parents **MUST ENSURE** that appropriate arrangements are put in place for assembly and dismissal of pupils.

Parental responsibilities on assembly/dismissal:

- Parents must arrive on time for dropping off and collecting their child.
- Only parents or carers who are well and have no symptoms of COVID-19 or who have served the required quarantine time of 14 days where advised are allowed to drop off and collect children.
- Any parent who is in a high risk category should not drop off or collect children in order to protect themselves.
- Parents must not congregate in groups.
- A drop and go/collect and go policy will be in place. Under no circumstances are parents to congregate on or outside school grounds.
- At arrival and departure times of children, social distancing is to be maintained by children and parents.

Breaktimes

The DES guidelines state that the risk of transmission from contact with outside surfaces or play areas is low.

We will have staggered break times with only two classes on each yard at one time. The yards themselves will be separated into two parts with one class on each half of the yard. In the case of good weather the field will also be sectioned off for each class.

Changes to Classroom and School Layout and to School Routines

The DES guidelines recognise that a common-sense approach is needed in our Primary schools. To that end, every effort will be made to limit interaction within classrooms, to limit contact between class groups and to limit the sharing of common facilities.

The children and their teachers will work in Class Bubbles. A Class Bubble is a grouping which stays apart from other classes as much as possible. The aim of the system within the school is that class groupings mix only with their own class from arrival at school in the morning until the children go home at the end of the school day.

Each class will be split into a minimum of 4 pods which will be colour coded.

Team Teaching/Special Education Teachers/Special Needs Assistants

- Special Education Teachers and Special Needs Assistants will be timetabled so that they are only working with two classes.
- Where a special education teacher is working alongside a class teacher in a classroom, both teachers must be mindful of maintaining social distance from one another.
- The tables and chairs in SET rooms will be wiped clean by Special Education Teacher in between different pupils or small groups attending.

Second Class

It is recognised that younger children are unlikely to maintain physical distancing indoors so there is no requirement for children in Second Class to maintain a physical distance within their Class Bubble. However, we will aim to keep the boys in pods in so far as possible within the Class Bubble.

Third Class to Sixth Class

Children from Third Class to Sixth Class will be arranged in Pods within their Class Bubbles, with 6-8 pupils per Pod. As far as possible, each Pod will be at least 1 metre distance from the next Pod. All unnecessary furniture will be removed from these classrooms to create as much space as possible. The pods will be colour coded.

P.E. Hall

The P.E. Hall will be used solely for PE. It will not be used for assemblies or for any other gatherings of pupils. In so far as possible, P.E. will be held outdoors. A timetable will be drawn up. Each class will have an allotted slot with a maximum of 2 classes per day.

Corridors and Stairwells

Briefly passing someone in a hall is very unlikely to contribute significantly to the spread of infection if people do not have physical contact and avoid informal group discussions.

We will observe our usual practice of keeping to the left when on the stairs and in the corridors. Teachers will walk their classes to the allocated yard at breaktime.

Doors and Windows

- Where practical, all internal doors will be left open to minimise hand contact with common surfaces.
- Pupils will not be sent on messages to other classes.
- To ensure that classrooms are well ventilated, windows will be kept open as often as possible, and will be opened while children are taking breaks in the playground.
- Windows should be opened when children are singing as a group, or when they are playing musical instruments. Recorders/tin whistles will not be shared between pupils.

Toilets

- Classes downstairs will use the downstairs toilet block. Additional soap dispensers and paper towel dispensers have been installed in this toilet block.
- Classes upstairs will use the upstairs toilet block. Additional soap dispensers and paper towel dispensers have been installed in this toilet block.
- Water heaters are in both toilet blocks. They are already present in the other toilet facilities in the building and in the staffroom.

Lunches

- Parents must make sure that children bring their lunches to school to avoid adults having to come to the school during the day. Please remind your children not to share their food or drinks with other children.
- Children will eat their lunches at their desks, as per our usual practice.
- All rubbish is brought **home** by pupils every day in their lunch boxes.
- Lunch boxes to be washed **daily** at home.

Books, Copies, Pencils, etc.

Children should use their own books, pens, pencils, etc. and as far as possible should not share with other pupils. Please label your own materials.

Homework

We will not be assigning homework until late September. We encourage the boys to read daily.

Uniforms/Tracksuits

There is no guidance or advice to say that school uniforms or tracksuits should be washed every day and this is probably not practical for most families.

We will follow our usual practice in relation to uniforms and tracksuits. Uniforms should be worn every day, except on P.E. days, or when otherwise requested by teachers.

As a school we strongly advise that children should wear their school uniforms or tracksuits **only for school related activities.** Uniforms or tracksuits should be taken off straight after the child arrives home from school for the day. They should not be worn in after-school facilities, shops, during after-school activities, etc.

Office

A contactless payment system has been set up to minimise the amount of cash that needs to be handled. Parents/Guardians are asked to co-operate in helping to keep school staff safe by arranging for contactless payments through the school office.

Children should not be sent to the Secretary's Office or to the Reception area to deliver messages.

As far as possible, staff members should not enter the Office area and should speak with the Secretary at the Reception area.

Photocopying

Any staff member who uses the photocopier should clean it down after use with the wipes provided.

ICT

A timetable will be drawn up for the use of common ICT equipment. Devices should be cleaned after use and before they are returned to the charging trolley.

Visiting Teachers/Coaches – Extra Curricular Activities

Our extra curricular activities will not take place in Term 1 as it is not recommended that children from different bubbles would participate in extra-curricular activities at the same time. We will review this before term 2 commences.

Swimming will not take place in term 1.

We will explore if it is possible for tag rugby to take place with individual classes. This will be held outdoors only. If the weather does not permit for tag rugby to take place outside on any given day, then the lesson will be cancelled.

Substitute Teachers and SNAs

A copy of the Covid-19 Response Plan will be provided to each substitute teacher/SNA. Substitutes will be required to complete a Return to the Workplace form before they enter a classroom and will be asked to confirm that they have engaged in the online induction training.

Parent/ Teacher Meetings

Parent/Teacher Meetings may take place via phone or be postponed. We will assess the situation closer to the time.

Teaching and Learning

As a staff, we are very aware that the children have been away from school since March 12th. We appreciate the time and effort that went into Home Learning, and we recognise the challenges that Home Learning presented for all families.

Each child will be at a different place in relation to his learning, and we wish to assure you that staff will take that into consideration when planning for Teaching and Learning during the 2020/2021 school year.

The Department of Education and Skills has published Curriculum guidelines for us, and we ask you to trust our experience and professional expertise as we work with all the children during the return to school.

People at Very High Risk (Extremely vulnerable)

Current public health guidelines have identified groups who are defined as being at very high risk. The HSE has set out these groups, the list of people in very high risk groups include people who:

- are over 70 years of age - even if you're fit and well.
- 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.
- severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD.
- have a condition that means you 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 and who are pregnant.

The advice for this group is available from the HSE. Staff who are in this group should self declare on the Return to Work form if they believe that they are at very high risk. Details of the leave arrangements that will apply will be updated by the Department of Education and Skills.

If the Board/Principal is unsure whether or not staff fall into the very high-risk category, advice will be sought from the Occupational Health Service.

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 Special Education Teacher, where relevant) will provide work to support the child's learning at home and this will be shared with parents/guardians.

Pupils who are unable to attend school on medical grounds, due to Covid-19, must provide the school with a letter/report from their GP/Consultant stating that they cannot attend on health grounds.

In the absence of medical certification of non-attendance the school is obliged by law to implement the terms of The Education Welfare Act as normal.

The majority of parents have already provided an email address at which the school can contact them to support Home Learning. This will be especially important if the school, or parts of the school have to close due to HSE advice. Parents and guardians if you have not already done so, please email office.cbsprimarykk@gmail.com and you will be added to the Contact List for Home Learning.

Wellbeing of the School Community

We will work on the recommended five principles to support the wellbeing of all our pupils and staff. These are promoting:

- A sense of safety.
- A sense of calm.
- A sense of belonging and connectedness to school.
- A sense of self-efficacy and school-community efficacy.
- A sense of hope.

Our usual practice is to provide support to pupils based on what is known as the Continuum of Support. This is a tiered system that provides Whole School and Classroom Support for all pupils, additional School Support for some pupils, and School Support plus extra targeted intervention for a few pupils with complex needs.

The Use of Personal Protective Equipment (PPE)

Staff members are not required to wear PPE. However, for a limited number of staff, PPE will need to be used occasionally or constantly due to the nature of certain work activities or work areas. This might include roles such as:

- Assisting with intimate care needs.
- Where a suspected case of COVID-19 is identified while the school is in operation.
- Where staff are particularly vulnerable to infection but are not on the list of those categorised as people in very high-risk groups or may be living with those who are in the very high-risk category.
- When staff members have to move between classrooms to support children with learning needs.

Appropriate PPE will be available for dealing with suspected COVID-19 cases, intimate care needs and for first aid. Where staff provide healthcare to children with medical needs in the school environment, they will apply standard precautions as per usual.

Masks

The children are not required to wear masks or face coverings.

Visors and masks will be provided to staff members who wish to wear them.

In situations where staff cannot maintain 2 metres distance from another staff member or a pupil, then visors and/or masks are to be worn.

Gloves

There is no need for the children to wear disposable gloves. They are considered inappropriate under the guidelines.

Staff members will wear appropriate PPE if they are looking after a pupil's intimate care needs or administering First Aid.

There will be an emphasis on hand hygiene rather than on the wearing of disposable gloves.

Hygiene and Cleaning

A significant number of sanitiser dispensers have been installed throughout the school e.g. at each entrance, in each classroom.

Warm water and soap is available in all toilet blocks and at each sink in staff toilets and staff room.

Hand hygiene will be promoted and encouraged, and parents/guardians are asked to support the school in reinforcing this message.

In accordance with the DES guidelines, the school will be thoroughly cleaned and disinfected at least once per day. The school has employed additional contract cleaners. Particular attention will be focused on frequently touched surfaces – door handles, handrails, chairs/arm rests, communal eating areas, sink and toilet facilities.

All staff will have access to cleaning products and will be required to maintain cleanliness of their own work area. Under no circumstances should these cleaning materials be removed from the building. Staff should thoroughly clean and disinfect their work area before and after use each day.

Waste will be collected regularly from offices and other areas within the school.

COVID-19 Related Absence Management

COVID-19 related absences will be managed in line with agreed procedures with the Department of Education.

Teacher or SNA Absence and Substitution

If a teacher/SNA is unable to attend school, every effort will be made to secure a substitute teacher/SNA for the class/pupil. If a substitute teacher/SNA is not available, it is not appropriate for the class/pupil to be divided into groups and accommodated in other classes. In such circumstances, it may not be possible for the class/pupil to attend on that day. If that is the case, as much notice as possible will be given to parents.

7. Illness and Dealing with a Suspected Case of COVID-19

Staff or pupils should not attend school if displaying any symptoms of Covid-19. The following outlines how Scoil Iognáid de Rís will deal with a suspected case that may arise during the course of work.

A designated isolation area should be identified within the school building. The possibility of having more than one person displaying signs of Covid-19 should be considered and a contingency plan for dealing with additional cases put in place. The designated isolation area should be behind a closed door and away from other staff and pupils.

If a staff member/pupil displays symptoms of Covid-19 while at work in Scoil Iognáid de Rís the following are the procedures to be implemented:

- If the person with the suspected case is a pupil, the parents/guardians should be contacted immediately;
- Isolate the person and have a procedure in place to accompany the individual to the designated isolation area via the isolation route, keeping at least 2m away from the symptomatic person and also making sure that others maintain a distance of at least 2m from the symptomatic person at all times;
- The isolation area has been identified as the room beside the door to the junior yard. This will ensure the privacy of the person and allow for ease of access for collection by parents or guardians;
- Temperature will be taken using a non-contact, infrared thermometer;
- The isolation area does not have to be a room but if it is not a room it should be 2m away from others in the room;
- Remember that the virus is spread by droplets and is not airborne so physical separation is enough to reduce the risk of spread to others even if they are in the same room;

- If it is not possible to maintain a distance of 2m a staff member caring for a pupil should wear a face covering or mask. Gloves should not be used as the virus does not pass through skin;
- Provide a mask for the person 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;
- Assess whether the individual who is displaying symptoms can immediately be directed to go home/be brought home by parents who will call their doctor and continue self isolation at home;
- Facilitate the person presenting with symptoms remaining in isolation if they cannot immediately go home and facilitate them calling their doctor. The individual should avoid touching people, surfaces and objects. Advice should be given to the person presenting with symptoms to cover their mouth and nose with the disposable tissue provided when they cough or sneeze and put the tissue in the waste bag provided;
- If the person is well enough to go home, arrange for them to be transported home by a family member, as soon as possible and advise them to inform their general practitioner 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, contact 999 or 112 and inform them that the sick person is a Covid-19 suspect;
- Carry out an assessment of the incident which will form part of determining follow-up actions and recovery;
- Arrange 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 and staff confidentiality is essential at all times.

It is important to remember that any of us can get sick or unwell, and if we do, we need understanding and support from those around us. It is essential that anyone who feels unwell makes that known to the Principal as soon as possible.

Negative for COVID-19	Positive for COVID-19
<ul style="list-style-type: none"> • May return to school/work after 48 hrs without symptoms having consulted your GP. • Contacts can stop restricting their movements and carry on as normal. 	<ul style="list-style-type: none"> • Self-isolate for a minimum of 14 days from the onset of symptoms, the last 5 days of which should be fever free without the use of a fever reducing medication eg. paracetamol • The HSE will inform any staff/parents or students who 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 and advise on the appropriate action that should be taken vis-a-vis the operation of the school.

Support for Parents for Return to School

Help with Starting The Conversation

https://www.traumainformedschools.co.uk/images/preparing_your_child_for_the_return_to_school.jpg

Tips for Returning to School Video (8mins) <https://nipinthebud.org/information-films/tips-for-returning-to-school/>

Tips for Returning to School Factsheet

<https://nipinthebud.org/wp-content/uploads/2020/05/Supporting-Children-Returning-to-School-After-theLockdown.pdf>

Mentally Healthy Schools UK: Return to School Toolkit:

<https://www.mentallyhealthyschools.org.uk/media/2077/coronavirus-toolkit-return-to-school.pdf>

Beacon House UK, Tips for Parents to Help Child Return to School:

<https://beaconschoolsupport.co.uk/newsletters/parents-how-to-help-your-child-return-to-schoolsuccessfully>

Help With Sleep Routines

<https://www.sleepfoundation.org/articles/plan-ahead-start-back-school-bedtime-routines-now>

Autism NI Northern Ireland's Autism Charity

<https://www.autismni.org/resources> has many packs freely available such as:

Return to School Pack:

<https://static1.squarespace.com/static/5cf788f054106a000185c13a/t/5f0839cd0268093cb32816c6/1594374636880/Going+back+to+school+resource+kit+PDF.pdf>

Letting Go & Future Plans Activity

<https://www.partnershipforchildren.org.uk/uploads/Files/PDFs/Resilience%20Activities/Letting%20Go%20and%20Future%20plans.pdf>

Going Back to School Activity Sheet

<https://www.partnershipforchildren.org.uk/uploads/Files/PDFs/Resilience%20Activities/Going%20back%20to%20school.pdf>

General Support Websites & Helplines for Parents

Department of Education Website Support for Parents:

<https://www.education.ie/en/The-Department/Announcements/guide-for-parents-supporting-children.pdf>

Gov.ie Website dedicated to Supporting people during Covid-19 – Section ‘In This Together’ Coping at Home During Covid-19

<https://www.gov.ie/en/publication/606da7-coping-at-home-during-covid-19/>

List of Support Services <https://www.hse.ie/eng/services/list/4/mental-health-services/connecting-for-life/news/supports-and-services-during-covid-19.html#young-people>

NCSE Parent Resources

<https://ncse.ie/parent-resources>

Department of Children and Youth Affairs Support for Parents:

<https://www.gov.ie/en/campaigns/parents-centre/>

Psychological Society of Ireland Support for Wellbeing

<https://www.psychologicalsociety.ie/footer/COVID19-Resources>

Parenting Tips

<https://www.covid19parenting.com/englis>

[htips](https://www.covid19parenting.com/englis)

Understanding and Coping with Reactions to a Pandemic:

<https://medicine.yale.edu/childstudy/communitypartnerships/cvtc/Understanding%20%26%20Coping%20with%20Reactions%20in%20a%20Pandemic>

[386176_284_28977_v1.pdf](https://medicine.yale.edu/childstudy/communitypartnerships/cvtc/Understanding%20%26%20Coping%20with%20Reactions%20in%20a%20Pandemic)