

Logistics Plan for 2021/22

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.
- 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 group system
- Parents will complete and return the Return to Education Declaration form prior to their child returning to school.
- Children who are unwell will not attend school – if unsure, parents should err on the side of caution
- Parents or other adults are required to wear face coverings while on school grounds unless there is a valid reason for not wearing one
- Parents or other adults may not enter the school building – communication with staff members will be conducted via phone/email
- The school will continue to be split into 3 groups with each group having different starting times, break times, lunch times and finishing times.
- Groups will be constituted of two Junior Infant classes, two Senior Infant classes, one of each of the classes from 1st – 6th
- The day will include 2 x 20 minute breaks
- Hand sanitiser will be available at all entry points and in all class and support rooms

Dates for Reopening

- All classes from **Senior Infants to 6th Class** will return to school on **Thursday 26th August**.
- In order to ensure that the new arrangements are embedded for existing classes, our incoming Junior Infant classes will begin school on **Tuesday 31st August, Wednesday 1st & Thursday 2nd September** as detailed in the table below.
- Ms. Tighe's Class will start on **Monday 6th September**. The start time for Ms. Tighe's class will be 8.40am and the finish time will be 1.20pm.

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Day	Time	Class
Tuesday 31 st August	9.30	Ms. Power
Tuesday 31 st August	10.00	Ms. Mahon
Wednesday 1 st September	9.30	Ms. Ashall
Wednesday 1 st September	10.00	Ms. O'Malley
Thursday 2 nd September	9.30	Ms. Leahy
Thursday 2 nd September	10.00	Ms. Doyle

- The Junior Infant classes will start at the time specified in table above only on their first day of school. Thereafter they will start at the time specified for the group to which they belong which is detailed below.
- The Junior Infant Classes will finish at 12.10, 12.30 or 12.45, (depending on which group they are in) until Friday 10th September.
- Thereafter they will finish at 1.25, 1.40 or 1.55, again depending on which group they are in.

Timetables

Timetable for Group A	Timetable for Group B	Timetable for Group C
8.45 – School start 10.05 – Break time 10.25 – Class resumes 12.15 – Lunch time 12.35 – Class resumes 1.25 – Infant classes finish 2.25 – 1st – 6th Classes finish	9.00 – School start 10.25 – Break time 10.45 – Class resumes 12.35 – Lunch time 12.55 – Class resumes 1.40 – Infant classes finish 2.40 – 1st – 6th Classes finish	9.15 – School start 10.45 – Break time 11.05 – Class resumes 12.55 – Lunch time 1.15 – Class resumes 1.55 – Infant classes finish 2.55 – 1st – 6th Classes finish
Classes in Group A	Classes in Group B	Classes in Group C
JI – Ms. Mahon JI – Ms. Power SI – Ms. Freeman SI – Ms. Davenport 1st – Ms. Travers/Ms. Doran 2nd – Ms. Shannon 3rd – Ms. Dagg 4th – Ms. Lacey (Ms. Lematti) 5th – Ms. O'Carroll 6th – Ms. Ní Riain Ms. Tighe	JI – Ms. Ashall JI – Ms. O'Malley SI – Ms. Dowling SI – Ms. Reddin 1st – Ms. Cunnane/Ms. McCorm 2nd – Ms. Nolan 3rd – Ms. Walsh 4th – Ms. Long / Ms. F Ryan 5th – Ms. Shanley/Ms. C Ryan 6th – Ms. Condren/Ms. McCann	JI – Ms. Doyle JI – Ms. Leahy SI – Ms. McDonnell SI – Ms. Soraghan 1st – Ms. Catterson 2nd – Ms. Hawkins 3rd – Ms. Coffey (Ms. D. Ryan) 4th – Ms. De hÓra 5th – Ms. Dunleavy 6th – Ms. Billington

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Accommodation of Siblings

We recognise the difficulty for families who have children in different groups. In order to minimise that difficulty, children who have a sibling starting in an earlier group can access their own classroom from the time their sibling starts. (Example – if a family has 2 children, one in Group A and one in Group C, the child in Group C can access their classroom from the Group A start time of 8.45am). This facility is **for siblings only** and supervision will be provided on the corridors.

Entrance & Exit Points for Specific Classes

Teacher	Class	Entrance & Exit Point
Ms. Mahon	Jun Inf	6
Ms. Power	Jun Inf	3
Ms. O'Malley	Jun Inf	4
Ms. Ashall	Jun Inf	2
Ms. Doyle	Jun Inf	6
Ms. Leahy	Jun Inf	5
Ms. Davenport	Sen Inf	12
Ms. McDonnell	Sen Inf	8
Ms. Soraghan	Sen Inf	7
Ms. Reddin	Sen Inf	8
Ms. Freeman	Sen Inf	8
Ms. Dowling	Sen Inf	7
Ms. Travers / Ms. Doran	1 st Class	1
Ms. Catterson	1 st Class	3
Ms. Cunnane/ Ms. McCormack	1 st Class	3
Ms. Nolan	2 nd Class	2
Ms. Hawkins	2 nd Class	10
Ms. Shannon	2 nd Class	2
Ms. Coffey	3 rd Class	1

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Ms. Walsh	3 rd Class	12
Ms. Dagg	3 rd Class	11
Ms. Long / Ms. F Ryan	4 th Class	9
Mrs. Lacey	4 th Class	9
Ms. de hÓra	4 th Class	9
Mrs. Dunleavy	5 th Class	1
Ms. O'Carroll	5 th Class	1
Ms. Shanley / Ms. Ryan	5 th Class	1
Ms. Billington	6 th Class	7
Ms. Condren / Ms. McCann	6 th Class	7
Ms. Ní Riain	6 th Class	7
Ms. Tighe		Classroom Door

Key to Entrances & Exits

Entrance and Exit Points	Number
Front left of school	1
Front right of school	2
Entrance near prefabs	3
Jun Inf Yard - door near Ms O'Malley's room	4
Jun Inf Yard – door outside Ms Leahy's room	5
Jun Inf yard – door near Mrs Flanagan's office	6
Jun Inf Yard – door near Ms Soraghan's room	7
Jun Inf Yard – door near Ms. Reddin's room	8
Door to back yard	9
Door near fire escape to big yard	12
New building – door near prefabs	11
New building – door near back yard	10

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Accessing and Exiting the School Grounds

In order to better ensure the maintenance of social distancing, a one-way system will operate for all children parents accessing and exiting the school grounds.

- All parents and children will **access** the school grounds via the **pedestrian gate**
- All parents and children will **exit** the school grounds via the **main school gate**

Signage will be in place to assist with compliance with this system

Arrival at school

- Each group should aim to arrive at the school in the 15 minutes immediately preceding their start time
 - Group A – 8.30 – 8.45**
 - Group B – 8.45 – 9.00**
 - Group C – 9.00 – 9.15**
- We ask for co-operation with these times as it will mean that the numbers congregating on school grounds at any one time will be minimised. Any adult on school grounds should wear a face covering unless there is a valid reason for not doing so.
- Each class should line up at their designated point with social distancing observed.
- The class teacher will invite the children to enter the building via their designated entrance point at the appropriate time.
- **No adults, other than staff members, should enter the building.**
- Messages for teachers can be sent by email, class dojo or by phoning the school office.
- We would encourage the parents of children from 3rd – 6th Class to leave them at the pedestrian gate and allow them to make their way to their line by themselves. This would assist in further reducing the numbers congregating on school grounds.

End of School Day

- Adults, who are collecting their children from school at the end of the day, should wait where the child's class lines up in the morning.
- When the school day for that class is over the following arrangements will apply –
 - Jun Inf – 2nd Class - 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
 - 3rd – 6th Class – the class teacher will allow each pod to leave the classroom separately in order to minimise contact

Wet Mornings

On wet mornings, the children will be able to access their classrooms 15 minutes before their group's start time. Please adhere to these timeframes as deviation from this will lead to crossover between the groups.

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 intercom at the front door of the school to alert the office that they have arrived

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- 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 or by prior arrangement

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 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 –

- 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 are generally unwell**

Please note that the current advice on children travelling abroad is that they will not be required to self-quarantine post arrival back in Ireland as long as they travelled with accompanying vaccinated or recovered adults. However, where one accompanying adult needs to self-quarantine on return, then all children must also self-quarantine.

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Symptoms of Covid-19

As listed on the HSE's website (<https://www2.hse.ie/conditions/coronavirus/symptoms.html>), common symptoms of coronavirus include:

- a fever (high temperature - 38 degrees Celsius or above)
- a cough - this can be any kind of cough, not just dry
- shortness of breath or breathing difficulties
- loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

Should you have any concerns about other symptoms your child may experience, please contact your GP for further advice.

Supporting the Learning of Children who cannot attend school

If a child is unable to attend school for an extended period of time, for a reason related to Covid-19, appropriate resources and suggested activities will be made available to support the child's learning at home. These will be shared with parents either via email or the school's website.

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

Personal Equipment

- In so far as possible, it is requested that children from 1st to 6th Class will bring their own pens, pencils, colours, rubbers, etc., to school in their own pencil case to avoid the sharing of equipment. Specific requirements will be communicated to parents by class teachers.
- It is further requested that all personal items have the child's name on them for ease of identification.
- For children in Junior and Senior Infants, the school will provide a pouch or 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 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.

Yards

Each bubble of 10 classes will have access to the yards during their allotted break times as follows –

Junior Infant Yard –	2 classes	(2 x Jun Inf classes)
Back Yard –	3 classes	(1 x 2 nd class & 1 x 4 th class)
Big Yard –	6 classes	(2 x Sen Inf classes, 1 x 1 st Class, 1 x 3 rd class, 1 x 5 th Class & 1 x 6 th Class)

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Ms. Tighe's class will have access to the back yard during their allotted break time. Yards will be supervised by class teachers, learning support teachers and SNA's working within those groups.. All children will be afforded the opportunity for handwashing after each break time. In order to ensure that the children get as many opportunities as possible to be outside, please ensure your child has a raincoat as they will be going out to the yard except on days where there is particularly heavy rain.

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 the groups.

- 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 learning support group.
- The tables and chairs in SET rooms will be wiped clean in between different groups attending

PPE

PPE will be worn by staff as prescribed by the Department of Education and in accordance with the guidelines. Staff who are attending to particular care needs or who are administering first aid will wear appropriate PPE including gloves and face masks/visors. This equipment will be available to all members of staff. Staff members in an "at risk" category should take extra precautions in this regard

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. Extra substitute cover has been secured with the establishment of a teacher supply panel based in St. Patrick's which will service local schools. If a substitute teacher is not available, it is not appropriate for the class to be divided into groups and accommodated in other classes. In such 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.

Uniform/Tracksuit

For the classes from 1st to 6th, it is the norm for the children to wear their tracksuit on days that they have games and PE and their uniform on the other days. Given the particular circumstances that pertain, we are very happy to leave it to the discretion of parents as to whether the children wear either their tracksuit or uniform on any given day. We would, however, ask that the children would continue to wear their tracksuit for games and PE for ease of movement, comfort and safety. Please be assured that there is no requirement for the children to have freshly laundered uniforms/tracksuits daily. Normal standards of hygiene in relation to uniforms/tracksuits would be expected.

PE

Where possible, PE should take place outdoors and use of equipment should be confined to the sets that have been distributed to class groupings. If the PE hall is being used by class groupings, common touch points should be cleaned at intervals throughout the school day.

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Extra-curricular Activities

To ensure that school activities are prioritised and that the integrity of the groups and controls we have put in place are not compromised, it is not possible to facilitate extra-curricular activities at this time. We will review this in line with public health guidelines.