

Logistics Plan March 2022

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.
- The requirement for students and staff to stay at home if they have symptoms remains. One of the key messages to manage the risks of COVID-19 is to do everything practical to avoid the introduction of COVID-19 into the school. If infection is not introduced, it cannot be spread. HSE guidelines in relation to positive cases and close contacts must continue to be followed.
- If a pupil displays symptoms of Covid-19 during school hours, their parents/guardians will be contacted to collect them.
- As the general requirement for physical distancing in society no longer applies, schools are no longer required to maintain class pods and bubbles. Staggered timetables will be removed and the whole school will operate on the same timetable from Monday the 7th of March 2022.
- It is no longer a requirement for staff or pupils/students to wear a face covering/mask in school. Staff and student/pupils can continue to wear a face covering/mask if they wish to do so on a personal basis.
- We will continue to promote good hygiene. Hand hygiene can be achieved by hand washing or use of a hand sanitiser. Hand sanitiser will be available at all entry points and in all class and support rooms.
- Parents or other adults should enter the school building by appointment only. Please contact the office by phone or email should you wish to speak to a staff member.
- We value your co-operation, flexibility and goodwill to ensure the smooth implementation of the plan.

Table 1. Timetable

Outline of School Day
8.50 – School start
10.20 – Break time
10.40 – Class resumes
12.40 – Lunch time
13:00 – Class resumes
13:30 – Infant classes finish
14:30– 1st – 6th Classes finish

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Table 2. Entrance & Exit Points for Specific Classes

Teacher	Class	Entrance Point	Exit Point
Ms. Mahon	Jun Inf	6	6
Ms. Power	Jun Inf	3	3
Ms. O'Malley	Jun Inf	4	4
Ms. Ashall	Jun Inf	2	2
Ms. Doyle	Jun Inf	6	1
Ms. Leahy	Jun Inf	5	5
Ms. Davenport	Sen Inf	12	12
Ms. McDonnell	Sen Inf	8	8
Ms. Soraghan	Sen Inf	7	7
Ms. Reddin	Sen Inf	8	8
Ms. Freeman	Sen Inf	8	9
Ms. Dowling	Sen Inf	7	7
Ms. Travers / Ms. Doran	1 st Class	1	1
Ms. Catterson	1 st Class	3	3
Ms. Cunnane / Ms. McCormack	1 st Class	3	3
Ms. Nolan	2 nd Class	2	2
Ms. Hawkins	2 nd Class	10	10
Ms. Moore	2 nd Class	2	2
Ms. D. Ryan	3 rd Class	1	1
Ms. Walsh	3 rd Class	12	12
Ms. Dagg	3 rd Class	11	11
Ms. Long / Ms. F Ryan	4 th Class	9	9
Mrs. Lacey	4 th Class	9	9

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Ms. O'Connor	4 th Class	9	9
Mrs. Dunleavy	5 th Class	1	1
Ms. O'Carroll	5 th Class	1	1
Ms. Shanley / Ms. Ryan	5 th Class	1	1
Ms. O'Leary	6 th Class	7	12
Ms. Condren / Ms. McCann	6 th Class	7	12
Ms. Lematti	6 th Class	7	12
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

Accessing and Exiting the School Grounds

Children and parents will access the school grounds via the **pedestrian gate** and **main school gate**. Under no circumstances should pedestrians enter the grounds via the traffic barrier at Fr. Colahan Terrace.

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Arrival at school

- Children should aim to arrive at school **no earlier than 8:30am**.
- Each class should line up at their designated point (See Appendix 1 and 2)
- 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 at the door indicated on Table 2.
- 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 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 pupils to leave the classroom independently. We would encourage the parents of children from 3rd – 6th Class to meet them outside the school grounds.

Weather Conditions

On mornings where there is heavy rain, the children will be able to access their classrooms from 8.30am. In the event of light rain, the children should wear appropriate outdoor clothing and line up at their designated point.

Yards

At breaktimes, 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.

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
- 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

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, Seesaw, Padlet or the school's website.

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School work will not be provided to children who are absent from school for non-Covid related reasons.

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.

Teacher Absence and Substitution

Staff absences and the availability of substitute teachers continue to be an issue at present. 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 may not be possible for the class to attend on that day. In such circumstances, 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. It remains at 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.

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.

Extra-curricular Activities

We hope to introduce extra-curricular activities on a phased basis in the future. Further details will follow with regard to arrangements.