



St. Mary's NS Logistics of Covid-19 Response Plan

Updated February 2021

- Junior Infants to Second Class pupils are due to return to school on 1st March, 2021.
- 3rd-6th Class pupils are due to return to school on 15th March, 2021 subject to Government decision.
- The plan outlined below pertains to **all** classes.
- The **highlighted section**s are relevant to classes Junior Infants-2nd Class for the period 1st-12th March only.

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.

Key safety measures:

- Classes operate within a bubble system
- The school is split into 2 groups with each group having different starting times, break times, lunch times and finishing times.
- The day will include 1 x 10 minute break and 1 x 30 minute break.
- Within 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
- Hand sanitiser will be available at all entry points, in all class and support rooms and in the staffroom
- No whole school activities, such as assemblies, will take place
- The school will be cleaned following all government guidelines, advice and checklists daily.
- If a child becomes ill with any symptoms of Covid-19, they will be immediately cared for in an isolation area, located in the hall, where they will remain until they are collected. Children must be collected by a parent/guardian promptly. All parents/guardians are asked to ensure that their contact details are up to date.

How can parents/guardians help?

- Practice washing hands properly, with soap, for 20 seconds. Make sure your daughter also knows how to dry their hands thoroughly.
- Show your daughter how to use hand-sanitizer correctly.
- Teach your child correct cough and sneeze etiquette. Cough or sneeze into a tissue, or into your elbow if you do not have a tissue. Put the tissue in the bin and wash or sanitize your hands.
- Make sure that your daughter can independently open and close their lunchbox and bottle, their coat and their shoes. Shoes with laces are not recommended for younger children.
- Take your child's temperature before coming to school each day.
- Do not send your daughter to school if she is feeling unwell.
- Ensure your daughter's hands are clean coming to school each day.



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- Ensure your daughter's uniform/tracksuit is washed after use.
- Ensure your daughter brings soap and a face cloth to school each day.
- Ensure your daughter brings her own lunch, pencil, colours etc to school each day.
- Communicate with your daughter's teacher via email.
- Make payments to school via online payment system.
- Do not allow your child to bring unnecessary personal items, e.g. toys, trinkets etc., to school.
- Do not loiter around the school at drop off and/or collection time.
- All parents/guardians must adhere to drop off and collection times as per plan outlined below.

Timetables

| <u>Timetable for Group A</u> | <u>Timetable for Group B</u> |
|--|---|
| 8.50 – School start 10.45 – Break time 10.55 – Class resumes 12.15 – Lunch time 12.45 – Class resumes 2.30 – 1 st – 5 th Classes finish | 9.05 – School start 11.05 – Break time 11.15 – Class resumes 12.45 – Lunch time 1.15 – Class resumes 1.45 – Infant classes finish 2.45 – 4 th – 6 th Classes finish |
| <u>Classes in Group A</u> | <u>Classes in Group B</u> |
| 1 st Class – Ms. Gilley- Rm 7 (Returning 1st March) 1 st /2 nd Class – Ms. Desmond- Rm 6 (Returning 1st March) 2 nd Class – Mrs. Kelly- Rm 13(Returning 1st March) 3 rd Class– Ms. Quinlan- Rm 11 (Returning 15th March) 3 rd Class– Mrs. Lane- Rm 10 (Returning 15th March) 5 th Class– Ms. Walsh- Rm 12 (Returning 15th March) | Junior Infants – Ms. Lynch- Rm.3 (Returning 1st March) Junior/Senior Infants – Ms. Kelly- Rm 2(Returning 1st March) Senior Infants – Ms. Kelleher- Rm 1(Returning 1st March) 4 th Class – Ms. Greally- Rm 19 (Returning 15th March) 4 th Class– Ms. McElhinney- Rm 20 (Returning 15th March) 5 th /6 th Class – Ms. halley- Rm 18 (Returning 15th March) 6 th Class – Ms. Fitzgerald- Rm 17 (Returning 15th March) |

For the period 1st March- 12th March all 6 classes in attendance (Junior Infants- 2nd Class) will take breaks at the following times:

- 10.45- 10.55: Small break (children in yard)
- 12.15-12.45: Big Break (Children eat 12.15-12.25, children in yard 12.25-12.45)

Entrance & Exit Points for Specific Classes

| Teacher | Class | Entrance & Exit Point |
|--------------|---|---|
| Ms. Lynch | Junior Infants | Fire Exit Door-Rm 3 |
| Ms. McCarthy | Junior/Senior Infants | Main Front Door- New Building |
| Ms. Kelleher | Senior Infants | Main Front Door- New Building |
| Ms. Gilley | 1 st Class | Main Front Door- New Building |
| Ms. Hallahan | 1 st / 2 nd Class | Main Front Door- New Building |
| Mrs. Kelly | 2 nd Class | Right Hand Side- Black Fire Exit Door opposite Coat Hooks- Old Building |



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| Mrs. Lane | 3 rd Class | Black Fire Exit Door Opposite Stairs- Old Building (enter) Halla Exit Door- New Building (exit) |
| Ms. Quinlan | 3 rd Class | Left hand Side- Black Fire Exit Door Opposite Coat Hooks- Old Building (enter) Black Fire Exit Door Opposite Stairs- Old Building (exit) |
| Ms. Greally | 4 th Class | Right Hand Side-Black Fire Exit Door opposite Coat Hooks- Old Building |
| Ms. McElhinney | 4 th Class | Brown Door- Old Building |
| Ms. Walsh | 5 th Class | Brown Door- Old Building |
| Mrs. Murphy | 5 th /6 th Class | Black Fire Exit Door opposite Stairs- Old Building |
| Ms. Fitzgerald | 6 th Class | Black Fire Exit Door opposite Stairs- Old Building |

Arrival at school

- **Congregating at or near the school is not permitted under any circumstance.**
- To help with reducing the amount of traffic around the school gates, children are asked to walk to school where possible.
- **Parents/Guardians of 1st and 2nd Class pupils are not permitted on the school grounds. 1st and 2nd Class pupils should enter the school grounds independently.**
- **Parents of Junior and Senior Infant pupils may, only if absolutely necessary, escort their child to the appropriate entrance door and leave promptly. However, parents are strongly advised to encourage independence and for Junior and Senior Infant pupils to enter school grounds independently.**
- Pupils will be greeted by a staff member on entry to the school.
- No adults, other than staff members, are permitted to enter the school building.
- Pupils should aim to arrive at the school in the 10 minutes immediately preceding their group's start time

Group A – 8.40 – 8.50

Group B – 8.55 – 9.05

- Pupils from Group B should not arrive prior to 8.55am. Pupils from Group A should not arrive later than 8.50am.
- 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.
- Pupils should proceed directly to their class via their designated entrance point at the appropriate time

Egress/Collection Plan:

Group A:

| Class | Time | Exit Point | Dismissal Point | Parent Waiting Point |
|--|------|--|----------------------------------|--|
| Rm 6- 1 st /2 nd Class | 2.30 | Main Front Door- New Building | Top of Lower Steps- New Building | Play area F |
| Rm 7- 1 st Class | 2.30 | Main Front Door- New Building | Top of Lower Steps- New Building | Play area E |
| Rm 10- 3 rd Class | 2.30 | Halla Exit Door- New Building | Play area G | N/A- Parents/Guardians of 3 rd -6 th Class pupils are not permitted on the school grounds |
| Rm 11- 3 rd Class | 2.30 | Black Fire Exit Door opposite Brendan's Room- Old Building | Play area D | N/A- |



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| | | | | Parents/Guardians of 3rd-6 th Class pupils are not permitted on the school grounds |
| Rm 13- 5 th Class | 2.30 | Brown Door- Old Building | Play area B | N/A - Parents/Guardians of 3rd-6 th Class pupils are not permitted on the school grounds |
| Rm 12- 2 nd Class | 2.30 | Black Fire Exit Door opposite Coat Hooks- Old Building | Follow 'A' channel to Holy Garden | Parents should wait in the Holy Garden. Parents should enter and exit via the Bishop street gate. |

Group B

| Class | Time | Exit Point | Dismissal Point | Parent Waiting Point |
|--|------|--|----------------------------------|--|
| Rm3- Junior Infants | 1.45 | Outside Fire Exit Door/Ramp | Outside Fire Exit Door/Ramp | Play area G |
| Rm 2- Junior/Senior Infants | 1.45 | Main Front Door- New Building | Top of Lower Steps- New Building | Play area F |
| Rm 1- Senior Infants | 1.45 | Main Front Door- New Building | Top of Lower Steps- New Building | Play area E |
| Rm 19-4 th Class | 2.45 | Black Fire Exit Door opposite Coat Hooks- Old Building | Play area B | N/A Parents/Guardians of 3 rd -6 th Class pupils are not permitted on the school grounds |
| Rm 20-4 th Class | 2.45 | Brown Door- Old Building | Play area A | N/A Parents/Guardians of 3 rd -6 th Class pupils are not permitted on the school grounds |
| Rm 18-5 th /6 th Class | 2.45 | Black Fire Exit Door opposite Brendan's room- Old Building | Play area C | N/A Parents/Guardians of 3 rd -6 th Class pupils are not permitted on the school grounds |
| Rm 17-6 th Class | 2.45 | Black Fire Exit Door opposite Brendan's room- Old Building | Play area D | N/A Parents/Guardians of 3 rd -6 th Class pupils are not permitted on the school grounds |

End of School Day

- At the relevant finishing times (as per Group A and Group B) the following arrangements will apply –
 - **Jun Inf – 2nd Class - the class teacher will bring the children to their designated dismissal point and will release the children into the care of the adult who is there to collect them.**



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- 3rd – 6th Class – the class teacher will bring the children to their designated dismissal point and the children will exit the school grounds independently
- Adults collecting 3rd-6th Class pupils are not permitted to wait on the school grounds. All parents are asked to remind children each morning who is collecting them that day and where the child should meet the collector.
- Adults collecting children from Junior Infants-2nd Class should wait in the designated area as per egress plan above. **All adults collecting children must maintain a 2m social distance.**
- Children and parents should leave the school grounds promptly at the end of the school day.

The above systems will apply rain, hail or shine so please make sure that your child comes to school prepared for the weather!

Division of Yard Key:

| Play Space | Location |
|------------|--|
| A | Quadrangle area at bottom of steps in front of main door |
| B | Yard space closest to Old Building |
| C | Middle yard space in front of Old Building |
| D | Furthest yard space (closest to road) in front of Old Building |
| E | Yard space directly in front of steps in front of New Building |
| F | Middle yard space in front of New Building |
| G | Yard space in front of staff car park in front of New Building |

Division of Yard:

- Classes will play within their own class bubbles only.
- Classes (Bubbles) have been assigned to specific play zones.
- Play zones are clearly marked in the yard.
- Classes will access play zones via blue channels.
- Classes will exit to the yard and re-enter the school as per entry and exits outlined above.
- On hearing the bell at the end of break/lunch, classes will line up (in their pods 3rd-6th) on the orange spots which are spaced 1m apart.
- Teachers will collect classes promptly from the yard.
- Classes will re-enter the school building via assigned blue channel.

Group A:

| Teacher | Class | Play Area |
|--------------|--|-----------|
| Ms. Hallahan | 1 st /2 nd Class | F |
| Ms. Gilley | 1 st Class | E |
| Mrs. Lane | 3 rd Class | G |
| Ms. Quinlan | 3 rd Class | D |
| Ms. Walsh | 5 th Class | B |
| Mrs. Kelly | 2 nd Class | C |

Group B:

| Teacher | Class | Play Area |
|----------------|--|-----------|
| Ms. Lynch | Junior Infants | G |
| Ms. McCarthy | Junior/Senior Infants | F |
| Ms. Kelleher | Senior Infants | E |
| Ms. Fitzgerald | 6 th Class | D |
| Mrs. Murphy | 5 th /6 th Class | C |
| Ms. Greally | 4 th Class | B |



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|----------------|-----------------------|---|
| Ms. McElhinney | 4 th Class | A |
|----------------|-----------------------|---|

- Play spaces for Rooms 6, 7 and 12 will change during the period 1st-12th March as all six classes in attendance will be in the yard at the same time.
- For the two week period 1st-12th March, classes from Rooms 6 & 7 will proceed to yard spaces via steps in front of Main Front Door.
- Play Spaces for this two-week period are as follows:

| Teacher | Class | Play Area |
|--------------|--|-----------|
| Ms. Lynch | Junior Infants | G |
| Ms. McCarthy | Junior/Senior Infants | F |
| Ms. Kelleher | Senior Infants | E |
| Ms. Gilley | 1 st Class | B |
| Ms. Desmond | 1 st /2 nd Class | D |
| Mrs. Kelly | 4 th Class | C |

Communication between Parents/Guardians and Staff

- Under no circumstance is a parent/guardian permitted to approach a member of staff.
- Messages for teachers can be sent by email or by phoning the office.

Collection of Children during the School Day

If it all possible appointments for the dentist/speech therapist etc should be made for after school. Parents should only come to the school if absolutely necessary. Day to day messages/queries should be communicated by phone/email. Teachers are contactable by email. **Face to face meetings cannot be facilitated at this time.** In order to ensure everyone's safety the following measures are in place in relation to collecting pupils during the school day:

- When collecting a pupil during the school day, the parent should remain at the school gate. From here they should ring the school to indicate that they have arrived and the pupil will be brought to meet the parent at the school gate.

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.

Junior Infants to Second Class

It is recognised that younger children are unlikely to maintain physical distancing indoors so there is no requirement for children from Junior Infants to Second Class to maintain a physical distance within their Class Bubble.

Third Class to Sixth Class

Children from Third Class to Sixth Class will be arranged in Pods within their Class Bubbles, with a maximum of 6 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.

Special Education Support



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Staff members (particularly Special Education Teachers and SNAs) can rotate between areas/classes but this will be minimized where possible. When rotation occurs, agreed sanitising routines will be observed.

In keeping with our Special Education policy and practices, special education 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 a bubble.

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 group.

Special Education teachers will wipe clean the tables and chairs in SET rooms in between different groups attending.

The special education teachers assigned to classes are as follows:

| Teacher | Room | Classes |
|--------------------------------------|------|--|
| Ms. O'Mahony | 15 | Room 10- 3 rd Class Rm 11- 3 rd Class Rm 12- 2 nd Class |
| Ms. O'Donovan | 5 | Rm 7- 1 st Class Rm 1- Senior Infants |
| Ms. Downes | 16 | Rm 18- 5 th /6 th Class Rm 17- 6 th Class |
| Ms. Hanley | 16 | Rm 19- 4 th Class Rm 20- 4 th Class |
| Ms. Morris/Ms. Scanlan (Job-sharing) | 8 | Rm 3- Junior Infants Rm 2- Junior/ Senior Infants Rm 6- 1 st /2 nd Class |
| Mr. Hanrahan (Tuesdays and Thursday) | 14 | Rm 13- 5 th Class |
| Ms. Corcoran (Mondays) | 14 | Classes on a rotation basis |

Hall, Library, Computer Room

The Hall may not be used for Assemblies, Physical Education or for any other gatherings of pupils. For the present, it will be divided and used as an isolation space and for the storage of equipment.

The Library will be used as a Special Education support space. The use of the Computer room will be suspended for the school year 2020/2021.

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 the practice of keeping to the left when on the stairs and in the corridors.

Additional Measures to Limit Interactions

Children will go straight to their classrooms from the yard and will not congregate in the corridors or hallways. While we will all be delighted to see each other again, hand shaking and hugging will not be allowed.

Doors and Windows

Where practical, all internal doors will be left open to minimise hand contact with common surfaces.



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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.

Lunches

Parents should ensure that children bring their lunches to school each morning to avoid adults having to come to the school during the day. Please remind your child not to share their food or drinks with other children. Children will eat their lunches at their desks, as per our usual practice.

Books, Copies, Pencils, etc.

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

Uniforms/Tracksuits

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.

PE

PE will take place outdoors and use of equipment will be confined to the sets that will be distributed to class groupings.

Assemblies

Weekly school Assemblies will be held via Zoom commencing in April.

Extra-curricular/After-School Activities

It is not recommended that children from different bubbles participate in extra-curricular activities at the same time. The staggered finishing makes the scheduling of after-school activities problematic.

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 via the Aladdin Connect system.

Children should not be sent to the Secretary's Office or to the Principal's office to deliver messages.

As far as possible, staff members should not enter the Office area and should speak with the Secretary by phone or by email only.

Bathrooms

- All classrooms in the New Building have bathroom facilities within each room. Pods are assigned to specific cubicles and basins.
- Rooms 10,11, 12 and 13 share bathroom facilities downstairs in the Old Building.
- Rooms 17,18,19 and 20 share bathroom facilities upstairs in the Old Building.
- Sanitary bins will be available in cubicles for classes 4th-6th.
- In the Old Building:
 - Only one child is permitted to leave her classroom at a time to attend the bathroom.
 - Cubicles and basins are assigned to specific classes.
 - Only two pupils (pupils from two different classrooms) are permitted to enter the bathroom area at a time.



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- A Stop and Wait sign will be displayed to remind children that they should only enter the bathroom area when it is empty or when there is only one other pupil from another class in the bathroom.
- Physical distancing reminders when queueing to use the bathroom will be evident on the ground. A maximum number of 2 pupils will be permitted to wait to use the bathroom at any one time.
- Children will not be permitted to use the bathrooms during break times. Children will be encouraged to use the bathrooms before break times.
- The bathrooms will be cleaned daily while the children are on yard.
- Windows in bathrooms will be open to aid ventilation.
- Children must bring their own wash bag containing soap and a clean face cloth to the bathrooms.

Coats

Children from 3rd-6th Class will be asked to keep coats on the backs of their chairs or place them in their school bag. Children from Junior Infants-2nd Class can hang their coats on coat hooks as per our usual practice as there is no requirement for social distancing in these classes.

Substitute Teachers and SNAs

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.

Teaching and Learning

As a staff, we are very aware that the children have been learning remotely since January 11th. We appreciate the time and effort that went into Home based Learning, and we recognise the challenges that Home Learning presented for all families.

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

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.

Masks

While the children are not required to wear masks or face coverings, they are welcome and free to do so if they wish. The guidelines recommend that staff wear a mask when a 2m physical distance cannot be maintained.

Gloves

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

Staff members do not need to wear disposable gloves unless they are looking after a pupil's intimate care needs or administering First Aid.

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



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Hygiene and Cleaning

26 sanitiser dispensers have been installed throughout the school e.g. at each entrance, in each classroom, in the staffroom. Warm water and soap is available in all the bathrooms. 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 at least once per day. Particular attention will be focused on frequently touched surfaces – door handles, handrails, 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 is collected daily from classrooms and other areas within the school.

Staff must use and clean their own equipment and utensils (cup, cutlery, plate etc.)

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 are the procedures 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
- A mask will be provided for the child presenting with symptoms, if one is available. She 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
- 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 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 are generally unwell
- 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 live with someone who has symptoms of the virus
- 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



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- Children with underlying health conditions who have been directed by a medical professional not to attend school
- Children who are identified by the HSE as a close contact of a confirmed case of COVID-19
- Children who have travelled outside of Ireland; in such instances parents are advised to consult and follow latest Government advice in relation to foreign travel.

Where a child displays symptoms of Covid-19 a family member should phone their doctor and to follow HSE guidance on self-isolation.

Return to School Declaration Form

A return to school declaration form, which is available on Aladdin Connect and declares by a child's parent that there is no reason to believe that their child has infectious disease and they have followed all medical and public health guidance with respect to exclusion of my child from school, should be completed for all absences prior to a pupil returning to school.

Supporting the Learning of Children who cannot attend school

Where a pupil cannot attend school for an extended period of time, due to medical reasons which have been confirmed by a doctor, parents should inform the principal and the school's remote learning plan (which is available to view as part of the School's Acceptable Use Policy) will be enacted.

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

- Public health advice will be sought and followed

Personal Equipment

- It is requested that all children 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 bring a small bottle of liquid soap, a small bottle of hand sanitizer and a face cloth to school for the drying of hands after handwashing. **Face cloths should be changed daily.**

Shared Equipment

By necessity, some classroom equipment needs to be shared including i-Pads, the equipment used for structured activities (e.g. for PE), maths equipment, Science equipment and play materials 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

Much work has gone into dividing the yard into play zones. Each bubble (13 classes) will have access to the yard during their allotted break times. See plan above.

Yards will be supervised by class teachers, special education teachers and SNA's working with those groups.

PPE

Face coverings should be worn by staff at all times. Staff who are attending to particular care needs or who are administering first aid will wear appropriate PPE including gloves and face masks. Hand sanitizers are located at all entry/exit points, in all classrooms and in the staffroom.



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Teacher Absence and Substitution

In the event that a teacher is unable to attend school, every effort (as per circular 45/2020) will be made to secure a substitute teacher for the class. If a substitute teacher is not available, classes will not 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. All parents are asked to ensure their contact details and those of emergency contacts are up to date.

Who is Responsible for What & When?

| Responsible | Trigger for action | Actions |
|---------------------|---|---|
| Principal | Suspected case of COVID-19 in the school | <ul style="list-style-type: none"> Escort the child or adult to the isolation room/area In the case of a child - contact the parents / guardians and inform them that their child has been isolated as a suspected case of COVID-19 Ask them to come to the school and to take the child home When the parents / guardians come to the school, advise them to contact their GP by phone and to seek advice. Remind them that this call is free In the case of an adult, arrange for them to safely go home and advise them to contact their GP |
| Parents | Child Isolated | <ul style="list-style-type: none"> Collect the child from the school Ring the GP, describe the symptoms and seek advice Take the child for a COVID test, if so advised Keep the child at home for the period advised by the GP |
| Staff Member | H Has COVID symptoms | <ul style="list-style-type: none"> Ring the GP, describe the symptoms and seek advice Follow that advice and take a COVID test, if so advised Clarify with the GP how long you are to remain out of school Inform the Principal and refer to Circular 49/2020 if seeking Special Leave |
| GP | Adult or parent rings to describe possible COVID symptoms | <ul style="list-style-type: none"> Decide on whether or not a COVID test is warranted Advise the adult or parents as to how long the adult/child is to remain out of school |
| Parents | Child advised to go for a COVID test by GP | <ul style="list-style-type: none"> Inform school |
| Principal | On learning that the child has been sent for a COVID test | <ul style="list-style-type: none"> Ensure that any other household contacts are removed from the school setting |
| HSE | GP requests a COVID test | <ul style="list-style-type: none"> Arrange for the test to be carried out Inform the patient of the result Contact the school in the case of a positive test in relation to further action Contact staff members and parents as required in line with action to be taken |
| Principal | HSE request for Names and Addresses | <ul style="list-style-type: none"> Provide the information required by HSE to facilitate their Contact Tracing and other necessary communications |



St. Mary's NS Logistics of Covid-19 Response Plan

Updated February 2021

What happens when a child becomes ill at school and displays symptoms which may be consistent with Covid-19:

- If a child displays symptoms which **may** be consistent with Covid-19, the school will contact the child's parent or guardian and ask them to collect their child as soon as possible.
- The child will be cared for appropriately by a staff member whilst they are waiting to go home.
- The isolation space (where the child will wait for their parent/guardian) will be cleaned and contact surfaces disinfected when vacated.
- The staff member who has cared for the child with symptoms during this time does not need to go home unless subsequently advised to by Public Health HSE.
- At this stage, **no further action** by the school is required.
- Schools have been advised that they should **not** inform other parents or staff members that a pupil or staff member has gone home due to their symptoms.
- When the GP of the child has assessed the symptoms to be consistent with Covid-19 infection, e.g. fever OR a new cough, shortness of breath, deterioration of existing respiratory condition OR symptoms of aguesia or dysgeusia (essentially loss of or changes to the sense of taste) the child will be sent for a Covid test.
- Where no evidence of Covid-19 is detected by the test, **the child should be symptom free for at least 48 hours before returning to school.**
- Household members can return to school immediately following the receipt by the parent or guardian or staff member of a "not detected" result.
- Where a test confirms Covid 19, the Medical Officer of Health will liaise directly with the school and will undertake a Public health risk Assessment to inform further actions and recommendations.
- The school will not inform the wider school population of the details of a confirmed case of Covid 19. Contacts of a confirmed case will be contacted by the HSE.