



Saint Joseph's National School
Dromore, Bantry, Co. Cork.

Tel: 028 - 31541 086 2066720

Covid-19 School Logistics Plan

This document provides a roadmap on the re-opening of Dromore National School so that it is as safe as possible for all to attend and procedures are in place to minimise the spread of Covid 19. It is subject to change depending on any health advice updates or upon reflection of existing work practices or experiences. The plan below will be implemented for Term 1 with a review taking place in December. An updated plan will be circulated again to all members of staff and BOM for operation in Term 2.

Before School reopens

All teaching staff will complete Induction Training delivered by the Department of Education.

Procedures to deal with suspected cases of Covid 19 will be outlined.

Completion of Pre-return to Work Form by all employees.

Risk Assessment Template to be completed.

Appointment of Neasa Cotter as Lead Worker Representative and Sandra Walsh as her Deputy.

Cleaning supplies ordered and installed.

Signage/posters provided and displayed.

Guidance on communicating effectively with pupils and parents.

Coming to school

Pupils will come into school via the outside classroom doors, using separate entrances.

Pupils will leave their bag at their desk, hang their coats in their bathrooms and proceed to wash their hands with soap and water.

Physical Distancing

Each classroom will only mix with those in their own classroom. Within each classroom there will be a further grouping of each class level i.e. all of 3rd class pupils. Children will only change seats/pods at each half term (sooner if necessary) to allow for time to kill any virus on hard surfaces. Contact will be limited indoors to each class level as much as possible. The sharing of educational materials for example art equipment will be limited to each class level as much as possible. Children will mix with pupils in their own classroom when playing outside.

Pods in each classroom will be set out to have 1m between each class level wherever possible. Any unnecessary furniture will be placed in the corridor, if safe to do so.

Face Masks

Public Health guidance states face masks/coverings are not recommended for children under the age of 13. However if parents/guardians wish their child to wear a face covering, no member of staff will discourage them.

Play Times

The yard has been split into particular areas for different room groupings. This may need to be reviewed as the pitch becomes unplayable. SNA's will stay with their particular class groups and the teacher on duty will rotate at a distance with the other 2 remaining groups.

Yard breaks

Hands are to be sanitised before eating and on return from yard. Breaks will remain as normal.

Home time

To limit the interaction of children and parents/guardians the dismissal time for pupils will be staggered as follows:

1.00 Junior Infants (until October Midterm)

2.00 Senior Infants.

2.55 First and Second classes.

3.00 3rd and 4th classes.

3.05 5th and 6th classes.

Cleaning Schedule

Dispensers for sanitizers will be in place before reopening. This will supplement a plentiful supply of soap and water in the school. All students have been advised to bring in their own towels and wipes.

Although children are advised to bring their own hand gel all children will be taught to use the gel correctly.

All cleaning measures outlined in the Department's Roadmap are already in situ in the school. However the Board of Management has asked Mary the cleaner to do 2 additional hours of work each week which means she will be in school every day. She has been advised to concentrate on touch surfaces and high contact areas. An increased cleaning grant is provided to cover these extra hours.

Curriculum

The teachers are aware that all children will have fallen behind so learning will proceed slowly initially until the class is settled and confident to progress. The emphasis initially will be on SPHE, PE, English, Irish and Maths. Teachers will be particularly aware of pupils who may need additional help. Staff will communicate with parents where it is felt a child needs extra support to formulate a plan in their learning. Parents are advised to communicate directly with their child's teacher if, after two weeks, concerns are noted during homework.

Teachers: curricular reform in Maths is being paused. Primary Language Curriculum support to recommence in 2021.

Pupil Wellbeing

We know that once the excitement of catching up with school friends has abated, teachers may note some children having difficulty coping with the return to school. The teachers will put in place a wellbeing programme for each of their classes.

Parents will be requested to let the class teacher know if anyone has suffered from Covid 19 or lost a relative to the virus. Children can detect anxiety in adults even if they do not have the language to express themselves very well. However it is important that teachers know. It is also important to let teachers know if any parent has lost their job or has not yet returned to work. The school will endeavour to support parents as best we can.

Additional tools for teachers to support pupil wellbeing

Tusla Education Support Service (TESS) is to create a package of supports. These will include a communications campaign promoting safety and wellbeing; webpage with links to resources; webinars supporting schools reopening and a Toolkit for Teachers with downloadable materials

NEPS will provide an advice service to schools, casework and professional learning development

Also see NCCA, HSE, NCSE.

Staff Wellbeing

Schools are not only places of learning but also places of work. The Employee Assistance Service(EAS) provided by Spectrum Life is available 365 days at 1800411057 to provide advice and short term counselling. There is a wellbeing portal and app providing podcasts, webinars and blogs around family life, mental wellbeing, exercise and nutrition. This service is free of charge and is available to any member of staff or a family member living in the same household.

Parents

There will be no access for parents/guardians to the school building during the school day except by prior appointment with the teachers or the secretary. Parents/guardians and all other visitors e.g. inspector, maintenance workers, PE coaches etc. must complete a **Contact Tracing Log** available from the relevant staff member. These forms will be held in the Office for 14 days in case of an outbreak of Covid 19. Parents will be asked to contact teachers during school hours so that teachers can reply in a timely manner.

Pupils and Teacher absences

No pupil should come to school if unwell or if any members of their household are unwell with symptoms consistent of Covid 19 (cough, temperature above 38*, absence of sense of smell or taste). They must stay at home, contact their GP for advice and take a Covid Test if so advised. Parents/guardians must inform the CLASS TEACHER of the child's absence before 9am that morning by phone, text or using school email. As this will result in an increased number of absences, it is important that pupils do not fall behind in their work.

The School will continue to use the school email so that each pupil can submit homework if absent or in the case of a further lockdown.

If pupils are absent for Covid related illnesses these will be recorded and notified to TUSLA. For this reason it is very important that all absences are explained to the class teacher as some children will exceed 20 days absence.

Teacher Absences

All staff need to stay at home if they, or any member of their household, are unwell with any symptoms consistent with Covid 19. They must contact their GP and advise the Principal/Deputy Principal if they have been asked to take a test for Covid 19. Staff are obligated, under the Health and Safety Act 2004, to uphold all health and safety measures at work to protect themselves, their colleagues and the pupils in the school. This will result in a number of staff absences. SET teachers may be used for class cover. Substitute SNA and secretary cover may also be needed.

Procedure in case of Suspected Covid 19 in a pupil

The (new) Staff Room will be the designated Isolation Room. The pupil will be taken to this room as directly as possible by Miss Cotter. Miss Cotter will wear a mask, visor, apron and double gloves before attending to the pupil. Their parents will be contacted by phone to collect their child.

If the pupil is very unwell, the emergency services will be contacted.

Once the pupil is collected, there will be an assessment of follow-up actions needed.

Arrangements will be put in place for appropriate cleaning of Isolation Room and work area.

Arrangements for Staff Member who becomes unwell with suspected case of Covid 19

Remove themselves from the school building, stand outside classroom and inform principal/other staff member so that supervision can be organised asap and staff member can be advised to go home. Transport will be organised if necessary.

Contact GP. Advise Principal if Covid Test advised.

Positive Covid Test Result

The identity of the school will maintain confidential if any member of the school community tests positive for Covid 19.

HSE Public Health advice will be followed by the School.

HSE Public Health will inform all those who have come in contact with a diagnosed person/pupil.

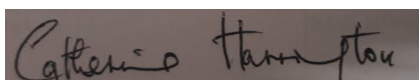
Principal Release Days

As a teaching principal, Miss Cotter will now be released from teaching duties one day per week. This is to ensure measures put in place are adhered to, necessary changes made and all the school community are kept informed. An arrangement has been put in place for Kate Luttrell to teach the Fifth and Sixth Classes on Thursdays.

In the event of another closure

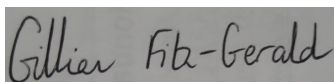
DES is updating guidance in this area but staff will set up work online with activities for pupils, provide support and feedback to parents and support pupils with limited access to technology.

Signed:



Date: 21st August 2020

Chairperson



Date: 21st August 2020

Principal

