



## MYSHALL NATIONAL SCHOOL

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### Plan for re-opening our school

#### 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 into 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.
- **This plan is a living document and is subject to change as required as we become used to our new school reality.**

#### Assumptions

- All children return to school and classes operate within a bubble system.
- The school is split into **2 groups (Group A & Group B)** with each group having different break times, lunch times and finishing times.
- One group will consist of two classes, the other will consist of 3 Classes. *(This has been done to split the school as evenly as possible)*
- The day will include 2 breaks as is normal practice.

- Within each class from 2<sup>nd</sup> to 6<sup>th</sup>, the children will be further divided into pods called **nests**, with a minimum distance of 1 metre being maintained between nests. Pupils will be placed in **nests** by their teachers and these arrangements cannot be altered until October mid-term, to allow for deep cleaning at this point.

## Timetables

<b>Timetable for Group A</b>	<b>Timetable for Group B</b>
<p><b>9.10am – 9.30am – Arrive at school</b></p> <p>11.00am – Break time</p> <p>11.10am – Class resumes</p> <p>12.30pm – Lunch time</p> <p>1.00pm – Class resumes</p> <p>2pm - (Infants finish)</p> <p><b>3pm – Classes finish</b></p>	<p><b>9.10am – 9.30am – Arrive at school</b></p> <p>11.15am – Break time</p> <p>11.25am – Class resumes</p> <p>1.05pm – Lunch time</p> <p>1.35pm – Class resumes</p> <p><b>2.50pm – Classes finish</b></p> <p><i>(Pupils for the bus will remain in their classes until 3pm)</i></p>
<b>Classes in Group A</b>	<b>Classes in Group B</b>
<p>Junior &amp; Senior Infants (<i>Ms. James</i>)</p> <p>1<sup>st</sup> Class (<i>Ms. Taylor/ Ms. McDonald</i>)</p> <p>6<sup>th</sup> Class (<i>Ms. Mc Wey</i>)</p>	<p>2<sup>nd</sup> &amp; 3<sup>rd</sup> Class (<i>Ms. Bryan</i>)</p> <p>4<sup>th</sup> &amp; 5<sup>th</sup> Class (<i>Ms. Carroll</i>)</p>

## Key to Entrances & Exits

Each Class are assigned specific entry and exit point. These are to be used by the assigned pupils only.

<b>Entrance and Exit Points</b>	<b>Classes</b>
Main school Entrance (At office – Sign posted for reception)	Junior & Senior Infants 2 <sup>nd</sup> & 3 <sup>rd</sup> Class
Entrance at rear of school (approach to door along the side of infant room – this will be sign posted)	1 <sup>st</sup> Class

School middle door (Beside Ms. Mc Wey's Classroom)	6 <sup>th</sup> Class
Bottom School Door (Door normally used for yard access)	4 <sup>th</sup> & 5 <sup>th</sup> Class

### Arrival at school

- In order to decrease congestion around the school and reduce and congregation of pupils and parents, **pupils may arrive any time from 9.10am – 9.30am each day**. Pupils should proceed directly to their class **via the designated door**.
- Teachers will be in their classes from **9.10am** and will provide suitable learning activities from when pupils arrive.
- No adults, other than staff members, should enter the building.
- **Two teachers** will be supervising the entry points in the morning. We ask parents not to approach these teachers with messages etc. but to contact the school office via phone or email to make an appointment to see a teacher/principal. **(details above)**

### End of School Day

- Adults, who are collecting their children from school at the end of the day, should wait at the school wall or on school premises adhering to social distancing at all times.
- Pupils in **Group A will be dismissed at 3pm (Except for Infants who will be dismissed at 2pm)**
- **Group B will be dismissed at 2.50pm.** (*Pupils for the bus in this group will be kept in class until 3pm*)
  - **Junior infants, senior infants and first classes** will be accompanied out the appointed exit by their class teachers and released in to the care of the adult who is there to collect them,
  - **2<sup>nd</sup> - 6<sup>th</sup> Class** – the class teacher will allow each nest to leave the classroom separately in order to minimise contact and follow pupils out the appointed exit to ensure they disperse quickly.

### 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:

- If a child needs to be collected early for an appointment etc. this arrangement should be made in advance via email to the school or phone call where possible.
- When the adult arrives at the school, they should proceed to the main school door. **(Sign posted for reception)**, sanitise their hands using the exterior sanitiser and then ring the bell. A member of staff will open the door and assist the parent. **The parent must wait outside.**
- The child will be brought from their class to the adult by a member of staff
- The adult who is collecting the child will be invited in briefly to sign the child out.

### 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 have returned home after travelling abroad and must self-isolate for a period of 14 days (**Unless they have returned from a country on the Green List**)
- Children who are generally unwell
- Children with:
  - **a fever (high temperature - 38 degrees Celsius or above)**
  - **a cough - this can be any kind of cough, not just**
  - **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
  - **Cold or Flu like symptoms**, headaches, aches and pains, sore throat.

***Parents must ensure their child is well enough to attend school on any given day***

## **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 that will be implemented:

- 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. The staff member may put on PPE this point.
- Parents/guardians will be contacted immediately
- A mask will be provided for the child presenting with symptoms. 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 child presenting with symptoms will 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.
- A child will be kept in isolation until collected.
- 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.

## 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 learning support teacher, where relevant) will provide suggested activities to support the child's learning at home.

## 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
- The parents of all children in the class will be notified by the HSE

## Personal Equipment

- In order to minimise the materials moving from home to school on a daily basis pupils are asked to bring their **school bag, pencil cases and all stationary items** to school on the first day and these will remain in the school for the foreseeable future. This provides each child with a place to store books and other items to keep desks clear. **The only thing a child will need to bring to school each day will be their lunch box and drink. (These can just be carried separately as they will be placed directly into pupils bags when they enter their classroom)**
- There will be **no homework for the month of September** to allow pupils the opportunity to become re-accustomed to full time learning again.
- It is further requested that all items have the child's name on them for ease of identification.

## 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.

## Uniform

PE Uniform should be worn by all pupils on: **Monday, Wednesday and Friday**

School Uniform should be worn by all pupils on: **Tuesday & Thursdays**

**Uniforms should be washed regularly**

## Yard

Each bubble (Class) will have access to one designate play area where they will not mix with pupils from other bubbles.

Yards will be supervised by class teachers, learning support teachers and SNA's working within that Group.

## Learning Support

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 a group.

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

## **PPE**

While it is not envisaged that PPE will be worn by staff in general, staff who are attending to particular care needs or who are administering first aid will wear appropriate PPE including gloves and face masks. ***Face masks are not advised for pupils under the age of 13, as such they are not required for pupils in primary school and could hinder the delivery of education.***

## **Cleaning**

The school will be implementing enhanced cleaning every day. All desks, equipment and all common touch areas will be cleaned and sanitised daily.

## **Hand washing and sanitising:**

Hand washing will take place throughout the school day. All classes have been fitted with soap and hand sanitiser dispensers as well as disposable paper towels. Correct etiquette for coughing and sneezing will also be practised in addition correct handwashing.

### **Handwashing and sanitising will take place:**

- When pupils arrive
- Before each break
- After returning from yard (This includes breaks, PE etc.)
- Every time the toilet is used
- Whenever materials/resources are shared
- Before pupils depart

## **Toilets**

Each Class bubble will be assigned a toilet for that classes' use only. Signs will be placed on the doors. *(The only exception to this will be one shared toilet in the boys' bathroom as there are not enough cubicles)*

## **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. 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.

## **Extra-curricular Activities**

The possibility of facilitating extra-curricular activities will be explored. At the moment none are planned until we settle into our new normal. Further updates will be provided as matters evolve.