

Bohola National School 19914f
Return to School Policy

Start Return Date: Wednesday 1st September, 2021

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.

Assumptions

- All children return to school and classes operate within a bubble system
- The school is split into 4 classroom groups.

Junior, Senior Infants and First Class (Room 1).

Second and Third Class (Room 2).

Fourth and Fifth Class (Room 3).

Sixth Class (Room 4).

- The Junior side of the school will have different break times, lunch times and finishing times to the Senior side.
- All Junior and Senior Infants will finish at 2pm sharp. This year a Special Needs Assistant will escort the children to the front of the school as before as the Class Teacher will be in the classroom with First Class. Please inform the school prior to collection if your child is being collected by someone else other than the names previously given to the school.

First, Second and Third Class will finish at 2.50pm.

Fourth and Fifth Class will finish at 2.55pm and Sixth Class will finish at 3pm.

- The day will include 2 x 10 minute morning breaks (10.50-11am for Junior Infants to Third Class and 11.10am to 11.20am for 4th to 6th Class)
- Within each class, the children will be further divided into pods, with a minimum distance of 1 metre being maintained between pods as much as is physically possible. Each classroom will be treated as a bubble where possible.
- Hand sanitiser will be available at all entry points and in all class and support rooms

Timetables

Timetable for Infants	Timetable for First Second and Third Class	Timetable for Fourth to Sixth Classes
9.10 - Doors open	9.10 - Doors open	9.10 - Doors open
9.20 - School start	9.20 - School Start	9.20 - School Start
10.50 - Break time	10.50 - Break time	11.10 - Break time

11.00 - Class resumes	11.00 - Class resumes	11.20 - Class resumes
12.15 - Lunch time	12.15 - Lunch time	1.00 - Lunch time
12.45 - Class resumes	12.45 - Class resumes	1.30 - Class resumes
2.00 - Infant classes finish	2.50 - Classes finish	2.55 - Classes finish for Fourth and Fifth Class
		3.00 - Class finish for Sixth Class

Key to Entrances & Exits Points for Specific Classes

Teacher	Class	Entrance & Exit Point
Mrs. Mulligan	Junior, Senior Infants and 1 st Class	Emergency Door Access Room 1
Ms. Ivers	Second and Third Class	Emergency Door Access Room 2
Mrs. Duffy	Fourth and Fifth Class	Emergency Door Access Room 3
Ms. Jordan	Sixth Class	Emergency Door Access Room 4

Any child with mobility issues will enter and exit via the main front door.

New Infants:

The Teacher will meet the infants at the front of the school at the main gate and escort the children to the classroom entrance door.

Arrival at school

- Each group should aim to arrive at the school in the 10 minutes immediately preceding their start time. Start time is 9.20am. Doors will open at 9.10am. **Children are asked to stay in their cars until 9.10am**
- 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.
- 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 or school grounds.
- Messages for teachers can be sent by email to the relevant teacher or by phoning the school preferably between 2 and 3pm. Teachers will try to respond to emails within 24 hours.

Email Addresses as follows:

Mrs. Teresa Mulligan	tmulliganboholans@gmail.com
Ms. Áine Henry	ahenry.boholans@gmail.com
Mrs. Patricia Duffy	pduffyboholans@gmail.com
Mrs. Margaret Fleming	mflamingboholans@gmail.com
Ms Patria Jordan	pjordanboholans@gmail.com
Ms. Grace Ivers	giversboholans@gmail.com
Mrs. Una Gordon	ugordonboholans@gmail.com

End of School Day

- *Infants to First Class:*

Adults, who are collecting their children from school at the end of the day, should wait at their cars and the teacher will escort the children out to the front of the school and will release the children into the care of the adult who is there to collect them. Parents are pleased asked to collect their children on time. 2pm for Infant room. 2.50pm for First Class.

- *2nd - 6th Class :*

The class teacher will allow each pod to leave the classroom separately in order to minimise contact

2.50pm for Second and Third Class

2.55pm for Fourth and Fifth Class

3pm for Sixth Class

For 2nd to 6th the children will leave their class bubbles in the following order:

1. Big bus children first
2. Small bus children
3. Rest of children

The SNA's will escort the special needs children out to the front wall/ new disabled car park spaces.

The class teacher will remain in the classrooms to supervise the dispersal of the children in a structured, orderly manner.

Another teacher, mainly the Principal when possible, will supervise at the front of the school. Bus children from first and second class will remain with that teacher at the front of the school.

Parents are asked to remain outside the school wall and to make themselves visible to their child, keeping social distancing and safety for all foremost in their mind.

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 school or use the intercom at the front door of the school to alert the Principal 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

New Car Park Arrangements

The new car park proved invaluable last year for the collection of pupils in a safe manner. The key to this though is hopefully that you will continue to treat the facility as a drive through/set down or drop off area. We ask that no one is to park on the roadway or footpath within the new carpark while waiting for their child.

In line with Covid guidelines we will aim to restrict movement within the school grounds in an attempt to minimise contact as advised. The car park spaces at the front wall of the school will be kept for staff only. Parents will be asked to please co-operate with this and not to park in these spaces and not to double-park outside these spaces.

As a result the 9 car park spaces in the new car park and the 2 disabled car park spaces will be available for parents and visitors to park in. For many parents they will not need to park at all. They can just drive through the new development and drop their children off at 9.10am.

It is recommended that all pedestrians will alight from their cars and use the new footpath and come up the ramp or steps to the front of the school.

It is also strongly recommended that cars should reverse into these new car park spaces at all times.

Children should not cross the road unsupervised in the set down area or on the main road. They are advised to walk to the end of the footpath and then walk to meet their parents. For this to be successful we ask that no parent double parks along the main road and no one to block the entrance or exit to the set down area.

The bus drivers have been contacted and reminded that they are to park in the designated bus area.

Where possible and again in line with the guidance pupils who are able to walk to school should do so.

Parents are also reminded that if they do alight from their cars social distancing should be maintained at all times.

Know the Symptoms of COVID-19

In order to prevent the spread of COVID-19 it is important to know and recognise the symptoms of coronavirus (which includes the DELTA variant).

Common symptoms of coronavirus include:

- a fever (high temperature - 38 degrees Celsius or above).
- a new cough - this can be any kind of cough, not just dry.
- shortness of breath or breathing difficulties.
- loss or change in 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
- Fatigue
- Aches and Pains

Other uncommon symptoms of coronavirus include:

- sore throat
- headaches
- runny or stuffy noses
- feeling sick or vomiting
- diarrhoea

Infection with the virus that causes COVID-19 can cause illness, ranging from mild to severe, and, in some cases, can be fatal. It can take up to 14 days for symptoms to show. They can be similar to symptoms of cold and flu.

If you have any symptoms of COVID-19 (coronavirus), self-isolate (stay in your room) and phone your family doctor straight away to see if you need a free COVID-19 test.

Getting an early diagnosis means, you can get the help you need and take steps to avoid spreading the virus, if you have it.

For the complete list of symptoms, please refer to the HSE Website. Symptoms may be subject to change so regular review of the HSE Website is advised. If you **do not** have symptoms, you can get a free COVID-19 (coronavirus) test at a COVID-19 walk-in test centre.

COVID-19 Tracker App

COVID Tracker app is a free and easy-to-use mobile phone app that will:

- alert you if you have been in close contact with someone who has tested positive for COVID-19 (coronavirus)
- keep other app users safe by alerting them if you test positive for COVID-19
- give you advice on what to do if you have symptoms

You can download the free app from Apple's AppStore or the GooglePlay store

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 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, and will assist them by calling their GP.
- 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 have returned home after travelling abroad and must self-isolate in accordance with Government guidelines
- Children who are generally unwell

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 suggest activities to support the child's learning at home will be shared with parents.

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 all children from Infants 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. **These items will be left in school.**
- It is further requested that all items have the child's name on them for ease of identification.
- All the bathrooms have been equipped with paper towel dispensers but if you wish your child to use a hand towel they must bring their own and bring home daily to be washed.

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

As advised earlier the yard breaks will be divided into two groups (The Junior side of the school and the Senior Side). Within these two groups each room will be allocated a designated yard area. We have very fortunate to have two hard surface areas and two green areas if the weather allows access. Children must remain within their class bubble for play as per the guidelines. Each week the designated play area will be alternated so that each group has access to each of the areas.

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

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 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.
- 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.

As per the guidelines issued all Teachers will wear a mask.

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.

PE

Where possible, PE will take place outdoors and the use of equipment will be confined to the sets that have been distributed to class groupings.

No swimming classes will be held for the forthcoming year until further guidelines are issued.

Uniforms

Pupils are encouraged to wear either their school uniform or their school track suits and this will facilitate the washing of same.

Homework

This is an area that will be reviewed and adapted when school reopens. Books will be limited in their movement from school to home and vice versa.