

Sacred Heart Junior School

Plan for Re-opening of the School

August 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 **6 groups** with each group having different starting times, break times, lunch times and finishing times.
- Groups will be constituted **1. Junior Infants, 2. Senior Infants, 3. First Class ,4. Second Class, Early Start & The Den.**
- The day will include 2 breaks.
- Within each class children will be divided into pods of 4 children at each table.
- Hand sanitiser will be available at all entry points and in all class and support rooms and on corridors, staffroom and toilets etc.

Timetable:

Timetable for Group A 2 nd	Timetable for Group B 1 st	Timetable for Group C Senior Infants	Timetable for Group D Junior Infants
8.50 – School start	9.00 – School start	9.10 – School Start	9.20 – School start
10.20 – Lunch	10.30 – Lunch	10.10 – Lunch	10.40 – Lunch
10.30 – Yard	10.40 – Yard	10.20 – Yard	11.00 – Yard
12.30 – Lunch	1.00 – Lunch	11.50 – Lunch	12.10 – Lunch
12.40 – Yard	1.10 – Yard	12.00 – Yard	12.20 – Yard
1.10 – Classes resumes	1.40 – Classes resumes	12.20 – Classes resumes	12.40 – Classes resumes
2.30 – 2 nd Home Time	2.40 – 1 st Home Time	1.40 – Senior Infants Home Time	1.50 – Junior Infants Home Time

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Group D	Group C	Group B	Group A
Junior Infants	Senior Infants	1 st Class	2 nd Class
JI – Ms. O’Brien JI – Ms. Boland JI – Ms. Fox SET – Ms. Fitzpatrick SNA – L. Hyland	SI – Ms. Duff SI – Ms. McMahon SI – Ms. Troy SET – Ms. Sharkey SNA – M.Keogh	1 st – Ms. McNelis 1 st – Ms. Kirrane 1 st – Ms. Hudson SET Ms.Kenny / Ms. McCallig SNA – T.Halpin	2 nd – Ms. Maguire 2 nd – Ms. Walsh 2 nd – Ms. O’Leary 2 nd – Ms. Leahy SET – Ms. Ryan SNA – H.Morris SNA – K.Anderson

The Den	Early Start
Ms. O’Meara Ms. O’Connor SNA – A. O’Donnell SNA – J. Lynch SNA – A. Farrell SNA – V. Coogan SNA – M. Kinsella	Ms. Cafferkey Ms. Reilly Child Care Worker – Ms. Cummins Child Care Worker - Ms. Giblin

Key to Entrances & Exits

Entrance and Exit Points
All classes will enter through their outside classroom doors. Room 8 will come through the front door. <u>Class doors</u> The Den Early Start Front door Hall door

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Teachers need to stay in their pods and to avoid any congregation in the school building at any time.

Entrance & Exit Points for Specific Classes

Teacher	Class	Entrance & Exit Point
Ms. Fox	Jun Inf	4
Ms. Boland	Jun Inf	6
Ms. O'Brien	Jun Inf	5
Ms. Duff	Sen Inf	8
Ms. McMahan	Sen Inf	2
Ms. Troy	Sen Inf	1
Ms. McNelis	1 st Class	11
Ms. Kirrane	1 st Class	13
Ms. Hudson	1 st Class	12
Ms. Maguire	2 nd Class	15
Ms. Leahy	2 nd Class	10
Ms. Walsh	2 nd Class	9
Ms. O'Leary	2 nd Class	16
Ms. O'Meara	The Den	ASD
Ms. O'Connor	The Den	ASD
Ms. Cafferkey	Early Start	Early Start
Ms. Reilly	Early Start	Early Start

Arrival at school

- Each group should come to the school at their appointed time.
 - Group A 2nd Class– 8.50
 - Group B 1st Class – 9.00
 - Group C Senior Infants– 9.10
 - Group D Junior Infants – 9.20
 - Early Start – 9.15
 - 12.15

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- Parents with more than one child are asked to come at to school at their youngest child's time, to avoid waiting on the school grounds. A strict '**Drop and Go**' system will be in operation. Parents are asked not to engage with school staff at drop off or collection times.
- 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.
- Parents **MUST** wear a mask at all times on school grounds and wait at a 2metre distance from the barriers while also observing a 2metre distance from each other.
- The Principal, Deputy Principal and HSCL will welcome all children at the barriers.
- All children will enter the school from the outside door of their classroom. SET teachers and SNAs will direct children in 1st and 2nd classes to their appointed door. Children whose classroom is at the back of the school will be met by their teachers at the corner of the school and brought to their classroom.
Junior and Senior Infant children will be met by their teachers, SET teachers and SNAs at the barriers, line up and will be brought to their classrooms at their appointed times.
Children going to The Den will be brought to their rooms by their parents.
Early start children will be brought to Early Start by their parents along the side of the school.
- The class teacher will take their children from the yard to the classroom door at the appropriate time.
- No adults, other than staff members, should enter the building.
- Messages for teachers can be sent by email, seesaw or by phoning the school office.

End of School Day

- It is very important that adults, who are collecting their children from school at the end of the day, must wear a mask, wait at least 2 metres from the barriers and socially distance at a 2 metre distance from each other.

Group A 2nd Class– 2.30

Group B 1st Class – 2.40

Group C Senior Infants– 1.40

Group D Junior Infants – 1.50

Early Start – 11.30

2.30

Junior Infants and Early Start children will have different times for the first few weeks.

Collection of Children during the School Day

Children **should not** be collected early from school unless they have a medical appointment that the school has been informed of. 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 gate, they should phone the office 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 can enter the school building, unless by prior appointment or to collect their child(ren)

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Dealing with a suspected case of Covid-19

Pupils must 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. He/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 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.
- **It is very important for parents/guardians to supply up to date phone numbers and to be accessible at all times during the school day.**

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 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) suggested 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 Principal will contact Public Health on the dedicated HSE Covid 19 line provided to schools
- Public health advice will be followed

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Personal Equipment

- For children in Junior and Senior Infants, 1st, 2nd, the school will provide a pouch or container which will hold each child's pencils, crayons, etc., and which will be labelled with their name. There will be no sharing of pencils, crayons, plasticine etc.

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

Each bubble of 3/4 classes will have access to the yards during their allotted break times
The yard is divided into 3/4 sections.

Yards will be supervised by class teachers, learning support teachers and SNA's working within those bubbles. If the teacher or SNA is absent, the Deputy Principal or HSCL will substitute for any absence.

Ventilation

The Department has published guidance setting out the practical steps for good ventilation in accordance with public health advice '*Practical Steps for the Deployment of Good Ventilation Practices in Schools*' The guidance sets out an overall approach for schools that windows should be open as fully as possible when classrooms are not in use (e.g. during break-times or lunch-times (assuming not in use) and also at the end of each school day) and partially open when classrooms are in use. The guidance provides that good ventilation can be achieved in classrooms without causing discomfort, particularly during cold weather. 3 CO2 monitors have been supplied for the school in the first week and will be rotated between classes for the moment until more are delivered.

SET

In keeping with our Special Education policy, learning support is 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 class grouping bubble. SET teachers will work in a maximum of 3 classrooms per day with a maximum of 2 adults in a classroom at any one time and may also withdraw children in their own pods. No mixing of pods for withdrawal is recommended. Resource teacher and Support teacher will withdraw children on a 1:1 basis. Children will have their own resources stored in their own basket stored in the Support and Resource rooms. Work areas will be wiped down and sanitised after each session.

- 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 when withdrawal returns.

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Parents

Advice has been put up on our school website - resources and materials for parents/guardians and for students on returning to school from gov.ie – in English and multilingual. This document will also be put on the website.

SNAs

An SNA has been assigned to each class grouping with 2 SNAs assigned to 2nd Class. SNAs will work in a maximum of 3 classrooms per day depending on the class grouping they are working with. A maximum of 2 adults in a classroom at any one time. PPE must be worn at all times.

PPE

Class teachers must wear masks in the classrooms. SET teachers may wear plastic aprons which will be changed when moving to a different classroom. The aprons will be disposed of safely. Staff who are attending to particular care needs or who are administering first aid will wear appropriate PPE including gloves and face masks. Medical grade masks in the EN14683 category are available for SNAs and teachers in the Den.

Extra-curricular Activities

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

Homework

Seesaw has been set up and codes sent to parents. Teachers will engage with the children through seesaw and homework will be given on this platform. The amount and frequency of seesaw engagement will depend on the class level.