



RCN No:20113285

Dunderrow National School

Roll No: 169400

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Dunderrow N.S. Logistics Plan 2021/2022

Underlying Principles

The school has a responsibility to make effort to ensure the safety, health and wellbeing 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.
- Junior Infants will also have a staggered start time to ensure they settle in well:
Tues 31st August & Wednesday 1st Sept. 9.20am
Parent is allowed accompany their Junior Infant to the classroom on Tues 31st August only, with no unnecessary delay. Children will be collected from the gate by a staff member for the first fortnight.
From Thursday 2nd Sept onwards 9am start for Junior Infants. (same as all other classes)
Junior Infants will finish at 12 pm up until 10th September.
- Other classes will have the usual start time of 9 am to facilitate bus
- Within each class, 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 and in all class and support rooms
- CO₂ monitors will be placed at strategic places to access air quality and ventilation measure.

1. Arrival at School – **8.50 am at the earliest**

Unfortunately, it will not be possible for parents/guardians to come onto the school grounds before/after school (except Junior Infant parent on first morning only). To minimise the risks, and to help us to maintain social distancing, the children may not come onto the school grounds before the school doors open at 8.50am. Junior Infants will have a staggered start time for the first two mornings to ensure they settle in well. Once they are on the full timetable, they will revert to 9am start time and finish at 1.40pm (beginning 13th September)

Children from Senior Infants to 6th Class are to be dropped outside the school gate between 8.50 & 9am. We ask parents to stay in the car and not to congregate at the school gate. Children walk directly to their class following their class route. (See maps on FAQ document). Staff will supervise children entering the school, reminding them to physically distance as they walk in and to remind them where to go. There will be supervision in their classroom/on the yard at their designated line from 8.50am. While we will all be delighted to see each other again, hand shaking and hugging will not be allowed. Children will hand sanitise on entering the building or classroom.

For the first two mornings, Junior Infant starting time will be 9.20am. Parents may walk their Junior Infants into the classroom, without delay on the first morning and thereafter to the top gate near the roundabout. Junior Infants start time will be 9am from 31st August and children are to be dropped off at the school gate.

Staff will be on duty to show pupils where to enter and exit from.

Junior Infants	Enter at small gate at roundabout & continue to designated coloured dot and enter at side door
Senior Infants	Enter at small gate at roundabout & continue to designated coloured dot and enter at the side door
1st Class	Enter at small gate at roundabout & continue to designated coloured dot and enter at the courtyard door entrance
2nd Class	Enter at small gate at roundabout & continue to designated coloured dot and enter at the courtyard door entrance
3rd Class	Enter at the main entrance & continue to the designated coloured dot on the basketball court & enter through side door
4th Class	Enter at the main entrance & continue to the designated coloured dot on the basketball court & enter through side door
5th Class	Enter at the main entrance & continue to the designated coloured dot on the basketball court & enter through back door
6th Class	Enter at the main entrance & continue to the designated coloured dot on the basketball court & enter through back door

2. Break Times

The DES guidelines state that the risk of transmission from contact with outside surfaces or play areas is low. Each class will be allocated an area to play in with their class. Classes are not allowed to leave their designated area, as there will be no mixing with other classes as per DES guidelines. Yard will be supervised in the usual way.

The day will include 2 X 20 min breaks.

Designated yards/areas may be rotated once children settle into their new routine but not initially. To begin with there will be no equipment/balls allowed on yard in order to reduce contact with each other. This may change as the situation evolves and children get used to their structures.

Teachers will walk pupils to their designated area. They will not be meeting other classes when going to or returning from yard.

3. Dismissal

Adults who are collecting their children from school at the end of the day, should wait in a socially distant manner. If you are in a car, remain until you see your child's class come out. They will come out from the same gate they came in from in the morning.

Infants:

Junior Infants - 12 noon (until 10th September) & 1.40pm thereafter

Senior Infants 1.40pm

Teacher will walk Infants in their line to the gate. When the teacher sees you, she will wave & send your child out to you. Please observe social distancing at the gate.

Pupils travelling on the school bus (1st – 6th Class):

Buses will collect these pupils at 2.30pm

1st and 2nd Class:

Teachers will walk their classes to the top gate near roundabout at 2.40pm

1st class pupils will exit through big gate at top

2nd class pupils will exit through small gate at top

3rd to 6th Class:

Teachers will walk the children to the main gate

At 2.35pm 3rd & 4th pupils will exit through main gate down the steps, when the teacher sees the adult collecting them.

At 2.40pm 5th & 6th pupils will exit through main gate down the steps, when the teacher sees adult collecting them.

Collection of Children during the School Day

If an adult has to collect a child during the course of the school day, please notify the school in advance. The following arrangements will apply:

- o When the adult arrives at the school, they should phone to alert the office that they have arrived
- o The child will be brought from their class to the adult by a member of staff
- o The adult who is collecting will be asked to sign the child out at the main door of the school
- o No adult should enter the school building without prior approval

4. 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.

Children from 3rd to 6th 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.

While there is no requirement from the DES to maintain physical distance in the younger classes, children from Junior Infants to 2nd Class will also be seated in Pods within their Class Bubble. There will be no more than 6 children in a Pod. As far as possible, each Pod will be at least 1 metre distance from the next Pod.

5. Team Teaching / Special Education Teachers / Special Needs Assistants

Staff members, particularly Support teachers and SNAs, can rotate between areas/classes but this will be minimized where possible. When rotation occurs, agreed sanitising routines will be observed.

Support teachers provide a blended approach of in-class support and withdrawal. The provision of support will be organised to ensure our support teachers will work as far as possible, 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. The tables and chairs in SET rooms will be wiped clean in between different pupils or small groups attending. Support teachers will collect children from their classroom when attending the SET room.

6. School uniform/rain coat

There is no guidance or advice in the guidelines regarding school uniforms or tracksuits.

If you are in a position to buy a second uniform, this would allow for washing time during the school week.

Children will hang their coats on the back of their chairs, unless otherwise directed by their teacher.

As a school we strongly advise that children should wear their school uniforms **only for school related activities.** Uniforms 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.

We envisage more outdoor teaching and no indoors waiting on wet dismissal days. For this reason, a rolled up jacket/windcheater would be ideal in their school bags, in case it rains and they don't have a coat.

7. Physical Education (P.E.)

Where possible, PE should take place outdoors and use of equipment should be confined to class groupings. When shared equipment is being used, it will be cleaned between classes. If the PE hall is being used by class groupings, common touch points should be cleaned at intervals throughout the school day. The hall will be well ventilated and doors will be open.

8. Homework

Homework will be assigned in the usual way. We would ask that children do their homework at a sanitised area at home, likewise applies in school.

9. Personal Belongings

We request that all children have a pencil case with pens, pencils, colours, rubbers, etc., which they will leave in school and is for school use only. Separate pencils, rubbers, colours etc. should be bought to use at home. Children are not to share their belongings in school. Please label all items with your child's name for ease of identification.

10. 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 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

11. 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 Special Education Teacher, where relevant) will provide work to support the child's learning at home and this will be shared with parents/guardians. This does not apply to the regular brief absences from school where children experience minor childhood illnesses.

12. Illness and Dealing with a Suspected Case of Covid 19

We love to see all of our children at school every day. However, under the current circumstances, parents/guardians must keep children at home if they display any Covid-19 Symptoms. <https://www2.hse.ie/conditions/coronavirus/symptoms.html>

Staff must not attend school if they display any symptoms.

A designated isolation area has been created in a room off the Hall. It contains PPE, non contact thermometer, sanitizer, wipes, disposable masks and tissues.

If a staff member/pupil displays symptoms of COVID-19 while at school, the following procedure will be implemented:

- The pupil will be accompanied to the isolation area. A distance of 2 meters will be maintained. If this is not possible, the person accompanying the child must wear a face covering.
- If a pupil has a suspected case, parents/guardians will be contacted immediately by telephone. Please ensure that your phone details are up to date. Please supply us with an alternative emergency contact number in the event that we cannot contact either parent/guardian. Please ensure that someone is available to collect should your child if needed.
- Staff members who are symptomatic should immediately inform the Principal/Deputy Principal and go to the isolation area.
- A face covering will be provided to the staff member/child who is symptomatic.
- The staff member or child who is symptomatic should avoid touching people, surfaces and objects.
- If the staff member/child is well enough to go home, arrangements will be made for them to be transported home by a family member, as soon as possible.
- Anyone who is symptomatic is advised to inform their general practitioner by phone of their symptoms. Public transport of any kind should not be used to travel home.
- If the staff member/child is too unwell to go home or advice is required, the school will contact 999 or 112 and inform them that the sick person is a Covid-19 suspect.
- The isolation area and work areas will be thoroughly cleaned in line with the guidelines.
- 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 and staff and pupil confidentiality is essential at all times.
- It is important to remember than any of us can get sick or unwell, and if we do, we need understanding and support from those around us. It is essential that anyone who feels unwell makes that known to the Principal/Deputy Principal as soon as possible.

13. Corridors

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 implement the practice of walking on the right hand side of the corridor.

14. Windows

To ensure that classrooms are well ventilated, windows and doors will be kept open as often as possible.

15. Hygiene & Cleaning

Hand sanitiser dispensers have been installed in every classroom, SET rooms, offices and at all main school entry/exit points.

Perforated paper towels are in place instead of towels. Bins have been placed in the toilet areas for safe disposal of paper towels. Open non touch bins are in each classroom.

Any shared equipment such as I Pads etc. will be wiped down after each use.

Toys and games in the all classrooms will be sanitised on a regular basis as per DES guidelines. Each class will have their own equipment.

Frequently touched surfaces such as door handles will be wiped down frequently during the day.

Pupils and staff will perform hand hygiene regularly throughout the day:

- On arrival at school
- Before eating or drinking
- After using the toilet
- After playing outdoors
- When their hands are physically dirty
- When they cough or sneeze

-In accordance with the DES guidelines, the school will be thoroughly cleaned at least once per day. The Board of Management at Dunderrow N.S. currently employ contract cleaners to clean the school daily. We believe the cleanliness of our school to be extremely important and we have always operated to the very best standards in this regard. The BOM has increased cleaning hours. Particular attention will be focused on frequently touched surfaces – door handles, handrails, chairs, desks, sink and toilet facilities.

- All staff will have a hygiene and cleaning supplies pack for use during the day. and will be required to maintain cleanliness of their own work area. Staff should thoroughly clean and disinfect their work area before and after use each day. Staff members will choose to wear a mask if in close contact with a pupil. They will wear a visor throughout the school day.

-Waste will be collected daily from offices and other areas within the school.

16. Personal Protective Equipment (PPE)

Staff members will wear a face covering/visor where 2 metre distance cannot be maintained from another adult/child.

PPE will be worn where a suspected case of COVID-19 is identified while the school is in operation.

Appropriate PPE will be available for dealing with suspected COVID-19 cases, and for first aid. Where staff provide healthcare to children with medical needs in the school environment, they will apply standard precautions as per usual.

It is not advised for children under the age of 13 to wear face coverings.

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 administering First Aid. There will be an emphasis on hand hygiene rather than on the wearing of disposable gloves.

17. Staff Training

All staff have undertaken and completed Covid-19 Induction Training prior to returning to the school building. The aim of such training is to ensure that staff have full knowledge and understanding of the following:

- Latest up to-date advice and guidance on public health Covid-19 symptoms
- What to do if a staff member or pupil develops symptoms of Covid-19 while at school
- Outline of the Covid-19 response plan
- Staff will be kept fully informed of the control measures in place in the school and their duties and responsibilities in preventing the spread of Covid-19 and will be updated with any changes to the control measures or guidance available from the public health authorities.

18. Teacher Absence and Substitution

In the event that the 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, a member of the SEN team or the principal may act as a substitute. If a number of teachers are absent, difficulties may arise since 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. Thankfully, we did not reach this scenario in the last school year

