

**Gorey Central School**

**Logistics Plan for Reopening**

**2020/21**

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## 1. 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.

## 2. Assumptions

- All children return to school and classes operate within a bubble system
- The school is split into 4 groups with each group having different, break times and lunch times.
- Groups will be constituted of
  - Group A → Junior and Senior Infants,
  - Group B → 1<sup>st</sup> and 2<sup>nd</sup> Class
  - Group C → 3<sup>rd</sup> and 4<sup>th</sup> Class
  - Group D → 5<sup>th</sup> and 6<sup>th</sup> Class
- The day will include two 20 minute breaks.
- Within each class from 3<sup>rd</sup> to 6<sup>th</sup>, the children will be further divided into pods, with a minimum distance of 1 metre being maintained between pods
- Hand sanitiser will be available in all class and support rooms

## 3. Yard Timetables

Junior Playground		Senior Playground	
Timetable for Group A	Timetable for Group B	Timetable for Group C	Timetable for Group D
9:00 – School start	9.00 – School start	9:00 – School start	9.00 – School start
10.20 – Break time	10.40 – Break time	10.20 – Break time	10.40 – Break time
10.40 – Class resumes	11.00 – Class resumes	10.40 – Class resumes	11.00 – Class resumes
12.40 – Lunch time	13.00 – Lunch time	12.40 – Lunch time	13.00 – Lunch time
13:00 – Class resume	13.20 – Class resumes	13:00 – Class resume	13.20 – Class resumes
School finishes 13:30	School finishes 14:30	School finishes 14:30	School finishes 14:30

Each class bubble will have access to the yards during their allotted break times as stated above.

Yards will be supervised by class teachers, Special Education teachers and SNAs working within those bubbles.

#### 4. Key to Entrances & Exits

Entrance and Exit Points for specific classes
<b>Junior Infants will enter through their external door. Whilst under construction Junior infants will enter through the Junior Yard external door.</b>
<b>Senior Infants will enter through their external door. Whilst under construction Senior infants will enter through the Main entrance to the school.</b>
<b>1<sup>st</sup> Class will enter through their external door.</b>
<b>2<sup>nd</sup> Class will enter through their external door.</b>
<b>3<sup>rd</sup> Class will enter through their external door.</b>
<b>4<sup>th</sup> Class will enter through their external door.</b>
<b>5<sup>th</sup> Class will enter through their external door.</b>
<b>6<sup>th</sup> Class will enter through their external door.</b>

#### 5. Arrival at school

- We ask for co-operation in ensuring parents do not pass the drop off points 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 are permitted to enter the building.
- Messages to and from teachers can be sent by email, Aladdin or by phoning the school office.

#### 6. End of School Day

- Adults who are collecting their children from school at the end of the day should wait where the child's class lines up in the morning.
- **When the school day for that class is over the following arrangements will apply –**
  - **Jun Inf – 2<sup>nd</sup> Class - the class teacher will bring the children to their designated entrance/exit point and will release the children into the care of the adult who is there to collect them**
  - **3<sup>rd</sup> – 6<sup>th</sup> Class - the class teacher will bring the children to their designated entrance/exit point and will release the children into the care of the adult who is there to collect them or if permitted by written request will release the child to walk home or to their collection point independently**

## 7. 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 phone the office of the school to alert the office that they have arrived
- The adult will wait at the entrance to the school at a safe distance from the door
- 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 through the hatch in the secretary's office
- No adult should enter the school building, unless invited to do so

## 8. 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 which 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 to 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. 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.

## 9. 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
- Children who are generally unwell

## 10. 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) suggested activities to support the child's learning at home will be shared with parents.

## 11. 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

## 12. Personal Equipment

- In so far as possible, it is requested that children from 1<sup>st</sup> to 6<sup>th</sup> Class will bring their own pens, pencils, colours, rubbers, etc., to school in their own pencil case to avoid the sharing of equipment.
- It is further requested that all items have the child's name on them for ease of identification.

## 13. 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.

## 14. Special Education Teachers

Special Education Teachers will be provided by a blended approach of in-class support and withdrawal. The provision of support will be organised to ensure our teachers will work within the confines of a bubble.

- Where a special education 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 3<sup>rd</sup> to 6<sup>th</sup> 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

## 15. PPE

All staff will wear face masks/visors at all times while in the classroom during the school day. All staff will also wear face masks/visors outdoors on the school premises when within 2-metres of other persons.

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.

## 16. Teacher Absence and Substitution

In the event that a 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.

## 17. PE

Where possible, PE should take place outdoors and use of equipment should be confined to the sets that have been distributed to class groupings. The PE hall will not be used this academic year.

## 18.Extra-curricular Activities

The possibility of facilitating extra-curricular activities will be explored. However, it would not be recommended that children from different bubbles would participate in extra-curricular activities at the same time. Further updates will be provided in at a time deemed necessary by the Board of Management.