**St. Catherine’s Senior School**

**August 2021**

**Overview**

* All children will return to school and all classes will operate within a bubble system. Within each class the children will be further divided into pods of 4- 6 pupils with a minimum distance of 1 metre being maintained between pods.

**Arrival and Dismissal of Students**

* All children will arrive at the school at the usual time – 8.40a.m.

They will go directly to their class line in the yard. The class numbers are marked in yellow. These Class lines correspond to the number of the classroom. For example, Miss Brogan’s Second class will line up at No.1 as that is their classroom number.

Miss Bourke’s Third class will line up at No.2 as that is their classroom number.

* Children will stand in their class line rather than in groups around the doorways. Teachers will collect the children from 8.40am onwards, and they will enter the school class by class, using the hand sanitiser located inside the door.
* They will leave their coats in the cloakroom and proceed to class.
* There is hand sanitiser in each classroom also.
* **Children will enter the school at one entry point only**. There will be no crossing from one corridor to the other.
* **Children in Classrooms 1 to 5 (Office Corridor) will line up in the 6th class yard and enter the school with their teachers at the door for their corridor. They will not use any other door or cross to any other corridor.**
* **The following classes are on the Office Corridor:**

**Room 1 Miss Brogan 2nd Class**

**Room 2 Miss Bourke 3rd Class**

**Room 3 Miss Stapleton 4th Class**

**Room 4 Miss O’Heaire 2nd Class**

**Room 5 Ms Kennedy 4th Class**

* **Children in Rooms 18, 19, 22 and 23 (Senior Corridor) will line up at the numbers for their classrooms in the other yard, and will enter the school with their teachers at the door for the Senior Corridor. They will not use any other door and will not cross over to the other corridor at any time.**
* **The classrooms on the Senior Corridor are:**

**Room 18 Miss Cukur 5th Class**

**Room 19 Miss O’Sullivan 5th Class**

**Room 22 Ms Haverty 6th Class**

**Room 23 Miss Kealey 6th Class**

* The Department of Education recommends that **children walk to school if possible**. If this is not feasible, please park away from the gates, and walk to reduce the amount of traffic around the school gates. There will be no parking available in the school car park.
* When the doors are closed, late arrivals must go to the main entrance and wait to be admitted by the school secretary.

**Home Time**

* At home time (2.30pm) teachers will bring the children to the front of the school for collection.
* **Parents cannot enter the school grounds at present, without prior appointment.**
* **Parents are asked to wait at the gates, observing the current socially distancing regulations of 2 metres, and to wear a mask. Please leave promptly after collecting your child.**

**School Layout**

* The school is divided into two sections:

**1. Office Corridor:**

Room 1 Miss Brogan (2nd Class)

Room 2 Miss Bourke (3rd Class)

Room 3 Miss Stapleton (4th Class)

Room 4 Miss O’Heaire (2nd Class)

Room 5 Miss Kennedy (4th Class)

**2**. **Senior Corridor:**

Room 18 Miss Cukur (5th Class)

Room 19 Miss O’Sullivan (5th Class)

Room 22 Ms Haverty (6th Class)

Room 23 Kealey (6th Class)

Children will remain on their own corridor during the day and only use their allocated doors.

**Break times**

* There will be staggered break times introduced during the day. Both the Morning break and the Lunch break will be staggered. This allows each corridor to have maximum space in the yard and also keeps both corridors separate. There is a revised Supervision rota for these times. Children will be outdoors for breaktimes as much as possible.
* The playground will be segregated into bubble zones. Each classroom will have their own designated play area. No contact games will be allowed.

**Meetings with Teachers**

Meetings with teachers will be by appointment only. To arrange an appointment, please contact the school secretary and she will arrange a time for you. Meetings will be by phone.

**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:

* Parents should ring the school secretary in advance to organise the collection of their child. Children will be brought to the Main door of the school for collection.

**Personal Equipment**

* Children will bring their own pens, pencils, colours, rubbers, etc., to school in their own pencil case to avoid the sharing of equipment. **This will be left in school.**
* It is further requested that all items have the child’s name on them for ease of identification. **All copies will be left in school.**
* There will be no written homework for the month of September.
* Homework will be uploaded online.
* Children will therefore **not** need to bring a schoolbag to school.
* Children will not need to bring a lunch to school as they are all encouraged to avail of the school lunches.
* **This means, in effect, that children do not need to bring any bag to school every day.**

**PPE**

All school staff will wear face coverings throughout the day. Staff who are attending to particular care needs or who are administering first aid will wear appropriate PPE including gloves and face masks. Children do not need to wear facemasks

**PE**

Physical education will take place outdoors when the weather allows.

**Extra-curricular Activities**

For the immediate future there will be no extra-curricular activities as it would be impossible to keep pods together. However, this will be further explored at a later date.

The return to school is an important event in the lives of our school community. We have all the necessary plans in place, and we ask for your co-operation in implementing them, to keep our school a safe and happy place for children, teachers and school staff.

# Dealing with a suspected case of Covid-19

**Pupils or staff members should not attend school if displaying any symptoms of Covid-19.**

If a pupil /staff member displays symptoms of Covid-19 while in the building, the following are the procedures will be implemented:

* Parents/guardians will be contacted immediately in the case of a child.
* The child will be accompanied to the designated Isolation Room by a member of staff.
* The staff member will remain at least 2 metres away from the symptomatic child/teacher and will also make sure that others maintain a distance of at least 2 metres from the symptomatic child/teacher at all times.
* A mask will be provided for the child/teacher presenting with symptoms. She should wear the mask if in a common area with other people and while exiting the premises.
* The child who is displaying symptoms must immediately be brought home by parents, who call their doctor and continue self-isolation at home.
* The child/teacher must remain in the Isolation Room until they are exiting the building.
* The child should continue to wear the mask while on their way home.
* A Teacher will travel home if able, or arrangements will be made for their collection.
* 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
* Public transport of any kind should not be used while returning home
* 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/adult is a Covid-19 suspect.
* Arrangements will be made for appropriate cleaning of the isolation room and any work areas involved.
* Any necessary follow up actions will be taken
* All assistance will be provided to the HSE if the school is contacted in regard to a case

**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 follow latest HSE guidelines
* Children who are generally unwell, with a cough or sore throat

**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

**Thank you for taking the time to read this plan.**

**It is for the safety of all.**