#  Hansfield





# **Educate Together National School**

Barnwell Road, Hansfield, Dublin 15. D15H1FC

01-8614720 [www.hansfieldetns.com](http://www.hansfieldetns.com) 085-8722323 hansfieldetns@gmail.com Sept ‘20

**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 Pod/Bubble system.
* The school is split into 3 groups, each following the same school day format but starting at 20 minute intervals.
* Groups will be made up of one of each class level I e one Junior Infant class, one Senior Infant class, one 1st Class etc
* The day will include the usual 2 x 20 minute breaks.
* Each class will be referred to as a Bubble. Within each Bubble there will be Pods of 4 children socially distant from each other. The children will sit in their Pod socially distant from others in the Pod.
* Nothing will be shared by the children during the day. Each child will have their own pencil case, books, copies etc These belongings will be kept in school. Nothing used in school will be taken home (apart from snack wrappings) Each child will have their own tray (kept under their chair) to put their belongings into.

 Coats and school bags will be placed on the back of the children’s chairs.

* Hand sanitiser will be available at all entry points to the building and in all class and support rooms

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| **Group 1****JI.1, SI.1, 1.1, 2.1,** **3.1, 4.1, 5.1, 6.1** | **Group 2****JI.2, SI.2, 1.2, 2.2,** **3.2, 4.2, 5.2, 6.2, RÁ** | **Group 3****JI.3, SI.3, 1.3, 2.3,** **3.3, 4.3, 5.3, 6.3** |
| **8.10 – School start****9.40 – Snack****10.00 – Class resumes****11.40 – snack****12.00 – Class resumes****12.50 – Infants finish****13.50 - 1st – 6th finish** | **8.30 – School start****10.00 – snack****10.20 – Class resumes****12.00 – snack****12.20 – Class resumes****13.10 – Infants finish****14.10 – 1st – 6th finish** | **8.50 – School start****10.20 – snack****10.40 – Class resumes****12.20 – snack****12.40 – Class resumes****13.30 – Infants finish****14.30 – 1st – 6th finish** |

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| **Classes in Group 1** | **Classes in Group 2** | **Classes in Group 3** |
| **Orla M****Rachel M****Nina****Gillian M****Sinead****Kathy****Miriam****Alo** | **Caoimhe H****Kim****Denise****Annie****Joe****Cormac****Emma****Stephen** | **Elaine O****Maggie****Zephra****Aileen****Caoimhe****Gillian P****Niall****Niamh Mc** |

**Arrival at school**

* Each group should aim to arrive as close to their start time as possible.
* We ask for your 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.
* Spots painted on the ground to assist with this.
* 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.
* Messages for teachers can be sent by email, text or by phoning the school office 01-8614720

**End of School Day**

* “Pick Up” and “Drop off” points are the same for all classes.
* Teachers will collect the children at this point each morning and return to this point with the children each afternoon.
* Spots have been painted on the ground to indicate social distance for adults.

**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

* The adult should inform the office in advance that they will be collecting a child, giving the name, time, reason.
* The office will inform the child’s teacher.
* Upon arrival at Reception, the child will be brought from their classroom to reception by a staff member..
* The adult collecting the child will be asked to sign the child out – receptionist can do this with permission.
* No adult should enter the school building, unless invited to do so

# **Dealing with a suspected case of Covid-19**

Pupils should not attend school if displaying any symptoms of C-19. If a pupil displays symptoms of C-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. 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.

**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

**Supporting the Learning of Children who cannot attend school**

If a child is not able to attend school for an extended period of time (due to certified HSE C-19 direction), the class teacher (and/or the learning support teacher, where relevant) can suggest activities to support the child’s learning at home and will share this with parents.

All pupils have already been signed up with Seesaw through which written work can be submitted by the child and feedback provided by the teacher.

Additionally, our school has purchased RA-KIDZ which is an on-line graded reading scheme, the progress of which will be monitored closely by teachers for each child.

**Impact of a Suspected or Confirmed Case of Covid-19 in a Class**

If the school is notified that a child in your child’s class (Bubble) has a certified case of Covid-19

* Public health advice will be sought and followed
* Parents will be informed urgently but only when instructed to do so by the HSE

**Personal Equipment**

* Children will use their own labelled school equipment exclusively.
* The school will provide a pouch for every child to hold their stationery equipment in.
* The children only need to bring their school bag, lunch box, coat and hat/scarf/gloves.

**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**

Group 1 Bubble will use their class playground for 20 mins. As soon as they finish, the same class level in Group 2 will use the playground for 20 mins and as soon as they finish, group 3 will arrive to use it for 20 mins. There are 5 playgrounds and Bubbles separated from each other using cones and chain link.

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

**Learning Support**

In line 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 one Bubble per day.

* 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 receive support in one of the SET rooms, social distancing of 1 metre will be maintained between each child in the group. Groups will consist of max 4.
* The tables and chairs in SET rooms will be wiped clean in the time 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 glove, face masks, full gowns.

**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.

**PE**

Where possible, PE should take place outdoors. If the PE hall is being used, common touch points should be cleaned at intervals throughout the school day.

Equipment will be restricted to single items shared among PODS – eg a basketball between one Pod of 4 children.

This equipment has to be cleaned and sanitised before it can be used by another Bubble.

**Extra-curricular Activities**

Unfortunately, the staggered nature of the school timetable at present in addition to the crossing of Bubbles makes it impossible for After School Clubs etc to take place.

