

In addition to the DE updated version of the COVID-19 Response Plan for the safe and sustainable operation of Primary and Special Schools which has been adopted by the school, this is our Logistical Plan for the safe and sustainable operation of Bennekerry N.S. for the duration of the Covid-19 pandemic



Underlying Principles

- The school has a responsibility to make an 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 ensure that the school can exercise that duty of care.
- Assuming it is in keeping with ongoing 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 our school and the consequent risk of its spread.
- As well as co-operation, the flexibility, goodwill and patience of all will be required to ensure the plan can be implemented. The plan is subject to review and may be changed at short notice if aspects of it are found not to be working.

Assumptions

- All children return to school and classes operate within a bubble system. Each individual class will be considered a bubble and every effort will be made to ensure minimum contact between bubbles.
- The day will include 2 x 20 minute breaks –
J.I., 1st Class, 3rd Class and 5th Class- 10:45 -11:05am and 12:25 - 12:45pm
S.I., 2nd Class, 4th Class and 6th Class 11:15 -11:35 and 12:55 – 1:15pm
- Within each class from 3rd to 6th, the children will be further divided into pods, with a minimum distance of 1 metre being maintained between pods while in the classroom. Movement within the classroom will be restricted in an effort to ensure that this 1 metre distance can be maintained.
- Hand sanitiser will be available at all entry points and also in all class and support rooms. There are also 3 or 4 sinks available in all classrooms for handwashing. **All pupils are asked to have a small hand towel or face cloth for drying hands that are washed in the classroom.** Hand hygiene will be practiced regularly during the school day and the importance of good hand hygiene, correct respiratory etiquette and avoidance of touching the face will be emphasised in school and should be emphasised at home also.

School arrivals and departures:

The **school grounds will not be open for access until 9:10am** each morning. Please do not drop your child off prior to this time as there will not be supervision outside the school gate and we are doing our absolute best to ensure that pupils stay within their class bubbles during the school day.

Children may be dropped to their entry point anytime between 9.10 – 9.30 am. The pupils will be supervised as they enter the school grounds and building by members of staff. They will go immediately to their own classrooms where they will be supervised by their class teacher until formal instruction begins at 9:30am.

Key to Entry points, exit points and times

Class	School Arrival	School departure	Break time/ Area
<p>Junior Infants Seomra 1: Ms. Hosey Seomra 2: Mrs. Ryan</p>	<p>Between 9:10-9:30am (9:10-9:40am on 1st September) Parents may enter the school grounds via the small gate and may walk their child/children down the railed pathway to the gate of the Infant Yard. They will be met here by a member of staff who will bring the pupils to their class teacher. Parents should then move away promptly and exit the grounds via the marked route on the school driveway. Please remember to wear a face mask and keep a 2m distance from others whenever possible.</p>	<p>Initially the pupils in J.I will finish at 12 noon but from 15th September, they will finish at 1:45pm. Parents/collectors should come down the railed pathway to the Infant Yard, where they should wait for the pupils by standing on the allotted “foot print” stations which are 2m apart. Once you have collected your child, please move on swiftly via the walkway at the back of the old school building as we will need to make room for the Senior Infant Parents immediately afterwards. Please keep your child/children beside you as you move on.</p>	<p>Two 20 mins. breaks from 10:45 - 11:05am and 12:25 - 12:45pm</p> <p>The Infant classes will play in the Infant yard and will alternate between the playground and the open yard area.</p>
<p>Senior Infants Seomra 3: Ms. Dempsey Seomra 4: Mrs. Osborne</p>	<p>Between 9:10-9:30am Parents may enter the grounds via the small gate and may walk their child/children down the railed pathway to the gate of the Infant Yard. They will be met here by a member of staff who will bring the pupils to their class teacher. Parents should then move away promptly and exit the grounds via the marked route on the school driveway. Please remember to wear a face mask and keep a 2m distance from others whenever possible.</p>	<p>The S.I pupils will finish at 1:50pm. Please do not come before 1:50pm as Junior Infant parents need to use the pathway first. Parents/collectors of S.I pupils should come down the railed pathway to the Infant Yard, where they should wait for the pupils by standing on the allotted “foot print” stations which are 2m apart. If the Junior Infants haven't yet been collected, please wait along the pathway using the 2m lines as a guide. Once you have collected your child, please move on swiftly via the walkway at the back of the old school building. Please keep your child/children beside you as you move on.</p>	<p>Two 20 mins. breaks from 11:15 -11:35 and 12:55 – 1:15pm</p> <p>The Infant classes will play in the Infant yard and will alternate between the playground and the open yard area.</p>

<p>First Class Seomra 5: Ms. Lyttleton Seomra 6: Ms. Collins</p>	<p>Between 9:10-9:30am On the morning of 31st August only, parents of 1st class may enter the school grounds via the small gate and may walk the pupils down to the Infant Yard via the railed pathway. Here they will be met by members of staff and will be brought to their classrooms. Parents/guardians/minders should then move away promptly and exit the grounds via the marked route on the school driveway. Please remember to wear a face mask and keep a 2m distance from others whenever possible. From Wednesday 1st September, the 1st class pupils will walk down the railed path and around by the back of the school building to their classrooms which they will get to via the back door. Parents/guardians/minders will not be able to accompany them, but the pupils will know exactly where to go as they will have been shown on August 31st.</p>	<p>1st class pupils will be available for collection at 2:45pm each day. They will exit by going up the railed pathway and will cross through the Churchyard where they can be collected. Prompt collection would be appreciated as the 5th and 6th class will also use this collection point at 2:50pm.</p>	<p>Two 20 mins. breaks from 10:45 - 11:05am and 12:25 - 12:45pm</p> <p>The first classes will play on the courts - Seomra 5 on Court 1 and Seomra 6 on Court 2</p>
<p>Second Class Seomra 7: Ms. Tomlinson Seomra 8: Ms. Townsend</p>	<p>Between 9:10-9:30am Second class pupils will enter the school grounds via the walkway which starts on the school driveway and veers off by the back of the old school building and across by the back of the playground. They will enter the school building via the fire exit door which is nearest to their classroom.</p>	<p>2nd class pupils will be available for collection at 2:45pm each day. They will exit by the same route they use in the morning to enter. They should be collected at the large gate at the top of the school driveway. Prompt collection would be appreciated as the 3rd and 4th classes will also use this collection point at 2:50pm.</p>	<p>Two 20 mins. breaks from 11:15 -11:35 and 12:55 – 1:15pm</p> <p>The second classes will play on the courts - Seomra 8 on Court 1 and Seomra 7 on Court 2</p>

<p>Third Class Seomra 9: Ms. Griffin Seomra 10: Ms. Kenny</p>	<p>Between 9:10-9:30am Third class pupils will enter the school grounds via the walkway which starts on the school driveway and veers off by the back of the old school building and across by the back of the playground. They will enter the school building via the fire exit door which is nearest to their classroom.</p>	<p>3rd class pupils will finish at 2:50pm each day and will exit by the same route they use in the morning to enter. They should be collected at the large gate at the top of the school driveway. Prompt collection would be appreciated as the 4th classes will also use this collection point at 2:50pm.</p>	<p>Two 20 mins. breaks from 10:45 - 11:05am and 12:25 - 12:45pm</p> <p>The 3rd class pupils will play on the All-weather Pitch 1. Seomra 9 will play at the furthest end and Seomra 10 will play at the nearest end.</p>
<p>Fourth Class Seomra 11: Ms. Byrne Seomra 12: Mr. Finnegan</p>	<p>Between 9:10-9:30am Fourth class pupils will enter the school grounds via the small gate each morning and will walk down the railed pathway to the main front door of the building. They will enter through the front door and will go to their classrooms by using the main stairs.</p>	<p>4th class pupils will finish at 2:50pm each day and will exit the building through the PE hall fire door. They will exit the grounds via the walkway at the back of the playground and old school building. Their collection point will be at the main gate at the top of the school driveway.</p>	<p>Two 20 mins. breaks from 11:15 -11:35 and 12:55 – 1:15pm</p> <p>The 4th class pupils will play on the All-weather Pitch 1. Seomra 11 will play at the furthest end and Seomra 12 will play at the nearest end.</p>
<p>Fifth Class Seomra 13: Mrs. Rice/Ms. O’Toole Seomra 14: Mrs. O’Sullivan</p>	<p>Between 9:10-9:30am Fifth class pupils will enter the school grounds via the small gate each morning and will walk down the railed pathway and follow the pathway down by the back of the school to the back door. They will enter the building via the back door and will go to their classroom via the main stairs.</p>	<p>5th class will finish school at 2:50pm each day and will exit the building via the main stairs and out the back door. They will follow the pathway up to the small gate and will cross into the Churchyard and exit via the Churchyard gate.</p>	<p>Two 20 mins. breaks from 10:45 - 11:05am and 12:25 - 12:45pm</p> <p>The 5th class pupils will play on the All-weather Pitch 2. Seomra 13 will play at the furthest end and Seomra 14 will play at the nearest end.</p>
<p>Sixth Class Seomra 15: Ms. Lanigan Seomra 16: Mrs. Flynn</p>	<p>Between 9:10-9:30am Sixth class pupils will enter the school grounds via the small gate each morning and will walk down the railed pathway to the fire exit door nearest to their classrooms. They will enter the building via this fire door and will go to their classroom via the 6th class stairs.</p>	<p>6th class will finish school at 2:50pm each day and will exit the building via the 6th class stairs and out the fire exit. They will follow the pathway up to the small gate and will cross into the Churchyard and exit via the Churchyard gate.</p>	<p>Two 20 mins. breaks from 11:15 -11:35 and 12:55 – 1:15pm</p> <p>The 6th class pupils will play on the All-weather Pitch 2. Seomra 16 will play at the furthest end and Seomra 15 will play at the nearest end.</p>

- 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.
- No adults, other than staff members, should enter the building.
- Messages for teachers can be sent by email or by phoning the school office. Please be patient in allowing time for staff members to get back to you as there are a limited number of telephone lines within the school and phones will need to be sanitized after each use.

Collection of Children during the School Day/Drop off of school items

If an adult has to collect a child or drop off items for a child during the course of the school day, the following arrangements will apply:

- When the adult arrives at the school, they should either phone the office or use the intercom at the front door of the school to alert the office that they have arrived.
- If he/she wishes to drop off items, these items should be placed in the “Drop Off Box” which will be located inside the front door. The items must be labelled clearly with the child’s name and the adult’s hands should have been sanitized prior to opening the “Drop Off Box”.
- If the purpose of the visit is to collect a child, the child will be contacted in his/her classroom via the in-house communication system and will come to the main door to meet the adult.
- The adult who is collecting will be asked to inform the secretary rather than sign the child out.
- 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 Covid-19. If a pupil displays symptoms of Covid-19 while in the building, the following procedures will be implemented:

- Parents/guardians will be contacted immediately.
- The child will be accompanied to the designated isolation area by a member of staff. A 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.
- An assessment will be made as to whether the child who is displaying symptoms should immediately be brought home by parents who will be advised to call their doctor and continue self-isolation at home.
- The child presenting with symptoms should be advised to cover his/her mouth and nose with the disposable tissues 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 him/her 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 the family doctor, 999 or 112 and inform them that the sick child is a suspected case of Covid-19.
- Arrangements will be made for appropriate cleaning and sanitization 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 are generally unwell
- Children who have recently travelled outside of Ireland (see latest Govt. advice – click [here](#))
(Please be advised that concerning the topic of international travel, the most recent up to date public health advice can be located via gov.ie - Government advice on international travel (www.gov.ie). In the event that a staff member or pupils from a family have been abroad recently, provided they have complied with public health advice, they can return to school immediately. For example, in compliance with the EU digital cert, in the event that a teacher has just returned from Spain but he/she is fully vaccinated, a period of isolation is no longer required and he/she can return to school the next day. Children under 12 will be only required to self-isolate if they have accompanied an adult who needs to self-isolate for whatever reason, or if they have returned from a country where quarantine upon arrival is mandatory. At present, the only countries which require a 14 day isolation period are countries outside of the EU, and Iceland, Liechtenstein, Norway, and Switzerland.

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's (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

- Public health advice will be sought and followed

Personal Equipment

- It is requested that **all pupils should bring their own pens, pencils, colours, rubbers, etc., to school in their own pencil case to avoid the sharing of equipment. This pencil case should be left in school while a second set of such requisites should be kept at home for use when doing homework.** Junior Infants should bring a labelled pencil case and the requisites to put into it will be given to them by the class teacher.
- It is further requested **that all items have the child's name on them** for ease of identification.
- All children should **bring a hand towel or facecloth to school for the drying of hands** after handwashing.
- All children should **have a packet of tissues** with them in school each day.

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

Learning Support

In keeping 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, in so far as is practicable, work within the confines of 2 or 3 bubbles and will limit movement between bubbles on any given day in as far as is possible.

- Where a support teacher and/or SNA is working alongside a class teacher in a classroom, both teachers must be mindful of maintaining social distance from one another.
- Where children from 3rd to 6th 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

PPE

The guidelines now state that teachers must wear face coverings if a 2m distance cannot be maintained. While it is not envisaged that other 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 which may include gloves, visors, aprons and face masks.

Teacher Absence and Substitution

In the event that 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, one of our SETs may be assigned to the class for the day(s). 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 will take place outdoors and use of equipment will be minimised. Pupils will sanitize their hands before and after using any shared equipment and the equipment itself will also be sanitized before and after use. If the PE hall is being used by class groupings, common touch points will be cleaned at intervals throughout the school day.

Extra-curricular Activities

The possibility of facilitating extra-curricular activities may be explored at a later date but for now, we do not envisage any after school activities taking place on the school premises as this would involve children from different bubbles participating together. Unfortunately, this means there will be no Irish Dancing, Art, Taekwondo or Choir for now. It is also unlikely that we will be able to run our usual Music Generation and Swimming programmes but if the situation improves, we will keep you updated.

Uniforms

There is no recommendation that uniforms should be washed every day. For now, all pupils may wear the full navy uniform on Mondays, Wednesdays and Fridays while they can wear the red PE uniform on Tuesdays and Thursdays. When our PE Timetable is finalised, your child's class teacher will allocate the days the different uniforms will be worn and will inform you of the decision.

Photocopying

Only two people can be in the office at any time, one of whom should be behind the perspex screen. If using the photocopier, the machine should be sanitized before and after use.

Staffroom

Since our new arrangement of staggered breaks requires more breaktime supervision by individual teachers, the numbers of staff members who are free to use the staffroom at any one time are quite small. No more than 8 people can be present at a time. Each member of staff must supply his/her own crockery and cutlery and must thoroughly clean and sanitize the area he/she uses. Seating is arranged so that chairs are 2m apart and places are designated to staff members.

Extra Cleaning

Each teacher is responsible for sanitizing his/her workspace after use and pupils' tables and chairs will be cleaned and sanitized by the cleaning staff daily. Extra cleaning staff have been employed to ensure that all classrooms and adjacent bathrooms will be deep cleaned and sanitized each day. An aide is also responsible for sanitization of bathrooms at breaktimes and touchpoints such as door handles and handrails during the school day.

Starting Back

Tuesday 31st August: Senior Infants to 6th class attend for the full day

Tuesday 31st August : Junior Infants will attend in small groups at their appointed time. The details have been sent to you on Seesaw and a reminder will be sent to you later in the week on Aladdin. If you do not hear from us with regards to as allotted before Friday 28th August, please send an email to bennekerry@gmail.com and we will be in touch.

Wednesday 1st September: Full attendance at school for the normal school day.