

Scoil Mhuire Logistics Plan 2021-22

Scoil Mhuire's Covid-19 Response Plan has been published on the school website

www.scoilmhuireleixlip.net. A Covid-19 Response Plan is designed to support the staff and Board of Management (BOM) in putting measures in place that aim to prevent the spread of Covid-19 in the school environment.

Scoil Mhuire's Logistics Plan (this document) is a summary for parents of protocols in place in Scoil Mhuire to prevent the spread of Covid -19 in the school and to ensure the safety of all. We ask parents to read this plan.

1. A **Lead Worker Representative** has been appointed
2. The layout of our classrooms continues to facilitate **social distancing**. The recommendations for social distancing as per guidance from the Department of Education & Skills are:
 - 2 metres between adults
 - 1 metre between children indoors (from 3rd to 6th)
 - 2 metres between adults and children
 - 1 metre between pods

3. **Signage** has been displayed throughout the school (promoting good hand hygiene and good respiratory hygiene).

4. **Ventilation:**

The Department has published guidance setting out the practical steps for good ventilation in accordance with public health advice.

The guidance sets out an overall approach for schools that windows should be open as fully as possible when classrooms are not in use (e.g. during break-times or lunch-times and also at the end of each school day) and partially open when classrooms are in use.

The guidance provides that good ventilation can be achieved in classrooms without causing discomfort, particularly during cold weather.

We have installed **CO2 monitors** in every classroom and in the staffrooms, offices and support rooms to monitor the level of ventilation throughout the school.

5. **Enhanced cleaning** throughout the school will continue
6. **Pre Return to School**
 - All staff members will be required to fill a pre return to work form before the school reopens and after any absence.
 - **All parents will be required to fill a parental declaration form before children return to school or after any absence.**
7. **Respiratory Hygiene** will be encouraged.
8. **Hand Hygiene** will be taught to the children. Pupils and staff should perform hand hygiene:
 - On arrival at school
 - Before eating or drinking
 - After using the toilet
 - After playing outdoors
 - When hands are physically dirty

- When they cough or sneeze.
- Before using shared equipment.
- When entering and exiting vehicles (school transport)

9. **Sanitising equipment** has been installed throughout the building:

- at each entry/exit door
- in each classroom
- in offices
- along the corridor

10. **Pods and Bubbles**

- A group of 5/6 children is now referred to as a 'pod'
- A collection of pods will be known as a 'bubble'
- Every class in Scoil Mhuire will be classed as a 'bubble'
- Rooms 3 and 4 will work as one 'bubble'
- In line with Department of Education guidelines, children in a 'bubble' will not mix with other 'bubbles', where possible
- In line with Department of Education guidance, the pupils in Junior Infants - 2nd classes will sit in 'pods' (groups) with a distance of 1 metre between each 'pod'.
- Each child in the 'pod' will have individual containers for crayons, pencils etc. Children will mix and work together with the other children in their 'pod'.
- In 3rd - 6th classes, in line with Department of Education guidelines, the children will all be seated 1 metre apart from each other.

11. Social physical contact (**hand to hand greetings, hugs**) will be discouraged.

12. **Staff and pupils will avoid sharing personal items.**

13. Pupils will be encouraged to **avoid behaviours that involve hand to mouth contact** (putting pens/pencils in the mouth).

14. Where possible **children will use their own individual equipment** (art, crayons)

15. **Shared Equipment:** where teaching and learning involves the use of equipment (eg PE equipment, Science equipment, toys, tablets and electronic devices), the contact surface of the equipment will be cleaned regularly and hand hygiene encouraged. Before equipment is used by any pupil, the pupil will wash and sanitise their hands. At the end of the activity, the equipment will be wiped down with disinfectant wipes. The child will re-wash and sanitise their hands again before moving onto the next activity.

16. Coat racks will not be used so **children will store their coats in their empty bags** (their books will be in their baskets).

17. **Staggered drop off/pick up times** have been arranged to avoid congregation of people at the school gates where physical distancing may not be respected.

Entry to the school in the morning

- Entry to the school grounds will not be possible before 9.15am.
- Children can arrive to the school anytime between **9.15 a.m. and 9.25 a.m.**
- The school traffic warden (lollipop lady) will be on duty at this time.
- Children can enter the school grounds either through **the Scoil Mhuire pedestrian gate** or the **Scoil Mhuire car park gate**.
- Each class will have an assigned door (which corresponds to their section of the building).
- Parents can only come as far as the school gates (except for parents of Junior Infants and Rooms 3 & 4).
- Parents **must wear face coverings** during drop off and collection time.
- Parents should not congregate outside the school.
- Class teachers will be in their classrooms to receive the children from 9.15am.
- There will be extra staff members on duty on the corridors/grounds in the mornings (wearing hi vis jackets if necessary).
- Before they enter the building, children will sanitise their hands.
- Children will sit in their allocated seat and engage with a morning activity on their desk while waiting for class to begin.

Exit from school in the afternoon

- ‘Home times’ will be staggered to avoid having too many children leaving the school buildings on Green Lane at ‘home time’. Here are the new arrangements:
 - **Infant classes will go home at 2 pm**
 - **1st and 2nd classes will go home at 2.50pm**
 - **3rd and 4th classes will go home at 2.55pm**
 - **5th and 6th classes will go home at 3pm**
- Parents of children in Junior Infants -2nd classes are asked to social distance when collecting children from the yard after school.
- If necessary, children who finish school before their siblings can remain with their class teacher until an older sibling is ready to collect them.
- 3rd - 6th class parents will not be allowed to enter the yard in the evening.

18. **Staggered break times and lunchtimes have been arranged**

- To eliminate contact between ‘bubbles’, we have divided the yard in 6. We will stagger the breaks and lunches so that 6 ‘bubbles’/classes will be on the yard at the first break/lunch and 6 ‘bubbles’/classes at the second break/lunch.
- The children in Rooms 3 and 4 have been assigned an extra yard space along with the sensory garden where they can play as a ‘bubble’.
- The Department of Education guidelines state that the risk of transmission from contact with outside surfaces or play areas is low.
- We will continue to have 2 breaks in the day: 15 mins small break and 25 mins lunch.
- Lunch times will be as follows:

10.45am – 11.00am Red and Yellow ‘bubbles’ will have their ‘small break’

11.05am – 11.20am the Green and Blue ‘bubbles’ will have their ‘small break’

12.30pm – 12.55pm the Red and Yellow ‘bubbles’ will have their ‘big lunch’

12.40pm – 1.05pm the Green and Blue ‘bubbles’ will have their ‘big lunch’

While the Red and Yellow ‘bubbles’ are outside playing, the Green and Blue ‘bubbles’ will eat inside and vice versa)

- **Junior Infants will have a separate break/lunch for the first few weeks**

- Here is a plan of our yard at lunchtimes:

Map of Yard at first break/lunch:

	Scoil Eoin Phóil building			
Grass	Senior Infants	Junior Infants	6 th class	Car park
	Junior Infants	5 th class	6 th class	
	* Scoil Mhuire building			

Map of Yard at second break/lunch:

	Scoil Eoin Phóil building			
Grass	4 th class	1 st class	3 rd class	Car Park
	2 nd class	2 nd class	3 rd class	
	* Scoil Mhuire building			

- Wet Day Supervision
 - Pupils will stay in their classrooms and will be provided with an activity. They will be supervised by one of the teachers from their section of the building.
 - Pupils will be reminded to stay in their places and practise social distancing.

19. **Visitors to the school**

- a. We will limit the number of visitors to the school and to the yard.
- b. All visitors to the school must wear a mask.
- c. If a parent needs to call to the school throughout the day, they will be required to ring the bell and wait outside.
- d. Forgotten lunches can be left on a table at the front door with the child's name clearly marked on them.
- e. If a parent wishes to make an appointment with a teacher or the Principal, we ask that you arrange a phone meeting.
- f. Visitors to the school must fill a Covid 19 Risk Assessment Questionnaire and a Contact Tracing Form.
- g. Please note: We are making a huge effort to reduce visitors to the school - the safety of our students and staff is of utmost importance at all times.

20. **Know the Symptoms of COVID-19**

In order to prevent the spread of Covid-19 it is important to know and recognise the symptoms of coronavirus (which includes the DELTA variant).

Common symptoms of coronavirus include:

- a fever (high temperature - 38 degrees Celsius or above).
- a new cough - this can be any kind of cough, not just dry.
- shortness of breath or breathing difficulties.
- loss or change in your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal
- Fatigue
- Aches and Pains

Other uncommon symptoms of coronavirus include:

- sore throat
- headaches
- runny or stuffy noses
- feeling sick or vomiting
- diarrhoea

Infection with the virus that causes Covid-19 can cause illness, ranging from mild to severe, and, in some cases, can be fatal. It can take up to 14 days for symptoms to show. They can be similar to symptoms of cold and flu.

If you have any symptoms of Covid -19 (coronavirus), self-isolate (stay in your room) and phone your family doctor straight away to see if you need a free Covid-19 test. Getting an early diagnosis means, you can get the help you need and take steps to avoid spreading the virus, if you have it.

For the complete list of symptoms, please refer to the HSE Website. Symptoms may be subject to change so regular review of the HSE Website is advised.

If you **do not** have symptoms, you can get a free Covid-19 (coronavirus) test at a Covid-19 walk-in test centre

Staff and pupils who display symptoms of Covid-19 should not attend school, they should phone their doctor and follow HSE guidance.

21. **Please do not send your child to school if they are unwell.**

22. We suggest that parents ensure that their child's hands are washed and take their child's temperature before they leave for school.

We had a very successful year last year with the whole school community (children, parents, staff and the Board of Management) working together to keep everyone safe.

Our hope is that if everyone plays their part again this year, we will be able to prevent the spread of Covid -19 in the school and ensure the safety of all.