

St. Dominic's National School

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Deputy Principal: Máire Meenan

Roll Number: 20468P

Return to School Logistics Plan

Underlying Principles

- The school has a responsibility to make every 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 the 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 that plan can be implemented.

Assumptions

- All children return to school and classes operate within 'a bubble system'
- The pupils are split into 2 groups according to their surname with each group having different starting times and finishing times.
- The day will include 2 x 20 minute breaks.
- 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
- Hand sanitisers will be available at all entry points and in all classrooms and support rooms

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Timetables

Timetable for Group A Surname A-K	Timetable for Group B Surname L-Z
8.50 – School start 1.30 – Infant classes finish 2.20 – 1st to 6th Classes finish Pupils line up in yard from 8.40	9.05 – School start 1.45 – Infant classes finish 2.35 – 1st to 6th Classes finish Pupils line up in yard from 8.55

Yard Times

Team A	Team B
Small Break: 10.10 – 10.30. Lunch 12.10 – 12.30	Small Break: 10.35 – 10.55. Lunch 12.35 – 12.55
Ms McHugh	Ms Ormsby
Ms Coyle	Ms Walsh
Ms O'Reilly	Ms Pyne
Ms Hegarty	Ms Byrne
Ms Higgins	Ms Clarke
Mr Ward	Ms Considine
Mr Keating	Ms Soffe
Mr Brennan	Mr Fagan
Mr Looney	Ms Duffy
Mr Donnellan	

Key to Entrances & Exits

Entrance and Exit Points	Door Number
Door by Principal's Office	1
Junior Block Door	2
Door at Caretaker's room	4
Senior Block Door	5
Door at Car Park	8
Door beside GP Room	9

Entrance & Exit Points for Specific Classes

Teacher	Class	Entrance & Exit Point
Ms. McHugh	Junior Infants	2
Ms. Ormsby	Junior Infants	2
Ms. Farrelly	Junior Infants	2
Ms. O'Reilly	Senior Infants	1
Ms. Walsh	Senior Infants	1
Ms. Higgins	1 st Class	9
Ms. Byrne	1 st Class	9
Ms. Pyne	1 st Class	9
Ms. Hegarty	2 nd Class	1
Ms. Clarke	2 nd Class	1
Mr. Ward	3 rd Class	4
Ms. Keating	3 rd Class	4
Ms. Considine	3 rd Class	4
Mr. Brennan	4 th Class	8
Ms. Soffe	4 th Class	8
Ms. Looney	5 th Class	5
Ms. Fagan	5 th Class	5
Ms. Donnellan	6 th Class	5
Ms. Duffy	6 th Class	5

Arrival at school

- Each group should aim to arrive at the school in the 10 minutes immediately before their start time
Group A-K (8.40 – 8.50)
Group L-Z (8.55 – 9.05)
- 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.
- Each class should line up at their designated point with social distancing observed (1M)
- 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 or by phoning the school office. The teacher will issue their email address to parents in September.

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.
- At the end of the school day the following arrangements will apply –
 - Junior Infants – 2nd Class - the class teacher will bring the children to their designated entrance/exit point on yard and will release the children into the care of the adult who is there to collect them.
 - 3rd – 6th Class – the class teacher will allow each class to leave the school separately in order to minimise contact.

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 either phone the office or use the intercom at the front door of the school to alert the office that they have arrived
- 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
- No adult should enter the school building, unless invited to do so

Personal Equipment

- In so far as possible, it is requested that children from 1st to 6th Class will bring their own stationery 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 or initials for ease of identification.

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. Staff must ensure the cleaning product is suitable for the equipment.

Support Teachers

In keeping with our Special Education policy, learning support will be provided by a blended approach of in-class support and withdrawal of pupils. The provision of support will be organised to ensure our support teachers will work within the confines of a bubble as much as possible.

- 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 (2M).
- Where children receive support in one of the SET rooms, social distancing of 1 metre will be maintained between each child in the group. Each SET room will have a maximum number of pupils allowed displayed on the door.
- SET teachers can have children from a maximum of two bubbles at the same time in the SET room, if it is not practical or possible to do it separately.
- SET teachers may provide support to one other bubble outside their own class level.
- The tables and chairs in SET rooms will be wiped clean in between different groups attending

PPE for pupils & staff

[Interim Guidance for the use of face-coverings in childcare and educational settings](#)

The *Interim Guidance for the use of face-coverings in childcare and educational settings* provided by the HPSC on 6th August 2020 makes the following recommendations for use of face-coverings in childcare and educational settings:

- *“It is not recommended that children attending primary school or pre-school/childcare settings wear face-coverings.*
- *“It is recommended that teachers and staff in primary schools wear a face-covering when a physical distance of 2 meters from other staff or children cannot be maintained.*
- *“In certain situations the use of clear visors should be considered, for example staff interacting with students with hearing difficulties or learning difficulties”*
- *“Cloth face coverings should not be worn by any of the following groups:*
 - *Primary school or pre-school children*
 - *Any person with difficulty breathing*
 - *Any person who is unconscious or incapacitated*
 - *Any person who is unable to remove the face-covering without assistance*
 - *Any person who has special needs and who may feel upset or very uncomfortable wearing the face covering, for example persons with intellectual or developmental disabilities, mental health conditions, sensory concerns or tactile sensitivity”*
- *“Schools should consider having additional disposable face coverings available for students, teachers, and staff in case a back-up face covering is needed during the day”*

Staff are required to wear face coverings when indoors and within 2m of pupils. Visors may be worn instead of masks, particularly if required by the topic being taught. If face masks are being removed but the wearer intends to put them back on, they should be carefully taken off using ear loops and stored appropriately. Staff should aim to have a face mask with them at all times during the school day in case of emergencies or unforeseen interactions.

Face Coverings parents & visitors

Parents and visitors to the building must wear face coverings when inside the school building.

PE Hall, Cookery Room, GP Room & Library

PE will take place outdoors and use of equipment should be confined to the sets that have been distributed to class groupings. Our PE hall, cookery room, GP Room and library will be used by small groups for literacy, common touch points should be cleaned at intervals throughout the school day.

Parents Room, Sensory Room & Library

These rooms will not be used during the coming year for their intended purpose

School Yard

The yard will be divided to allow for separate bubbles. Each bubble must be separated on yard. There will be no toilet or Red Card Room during playtime. First Aid will be provided to children who require it as usual.

Breakfast Club

Our breakfast club will operate over two rooms: Cookery Room and Parents Room. There will be 1 metre distance kept between each child at all times. Children from the same family may sit together.

Homework Club & Doodle Den

This is to be confirmed in a few weeks. We are still awaiting advice from School Completion Programme on how these can run safely.

Dealing with a suspected case of Covid-19

Pupils should not attend school if displaying any symptoms of Covid-19. In order to prevent the spread of COVID-19 it is important to know and recognise the symptoms. They are:

- ✓ High temperature
- ✓ Cough
- ✓ Shortness of breath or breathing difficulties
- ✓ Loss of smell, of taste or distortion of taste

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 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 displaying symptoms. He/she should put on the mask immediately.
- The child presenting with symptoms should be advised to cover their mouth and nose with the mask provided when they cough or sneeze.
- 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
- The school will facilitate the child displaying symptoms to remain in isolation, if they cannot immediately go home, and will assist them in calling the GP.
- If they are too unwell to go home or advice is required, the school will contact 999 or 112 and inform them of the child's symptoms.
- 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 shall be followed.

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 & staff will be notified
- Public health advice will be sought and 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, the class teacher (and/or the learning support teacher, where relevant) shall suggest activities to support the child's learning at home with parents/guardians.

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, the support teacher will cover the class. It is not appropriate for the class to be divided into groups and accommodated in other classes.

Reminder to anyone attending school who has travelled abroad:

Government policy, which is based on official public health advice, continues to advise against non-essential travel overseas for everyone. It is a requirement for anyone coming into Ireland, from locations other than those with a rating of 'normal precautions' ("green"), to restrict their movements for 14 days, and this includes school staff, parents and children or other students coming from abroad to attend school in Ireland. Restricting your movements means staying indoors in one location and avoiding contact with other people and social situations as much as possible.



Seamus Vaughan
Principal



Fr. Laurence Collins
Chairperson