



Covid-19 Response Plan for re-opening of Christ the King BNS

School Profile

Pupils: 105

Mainstream Teachers: 6

Le Chéile Teachers: 2

SET Teachers: 3 (2.5hrs shared with Junior Girls' School)

Administrative Principal

Junior SNAs: 1

Senior SNAs: 12

Secretary - Part-time

Full Time Caretaker/Cleaner

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 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.

The most common symptoms of Covid 19 are:

- Cough - this can be any kind of cough, usually dry but not always
- Fever - high temperature over 38 degrees Celsius
- Shortness of Breath
- Breathing Difficulties.
- Loss of smell/taste

Symptomatic people appear to be most infectious for other people in the early days after symptoms begin. Infection can also spread from people in the day or two before they get symptoms and it can spread from some people who get an infection but have no symptoms or such mild symptoms that they take little notice of them (asymptomatic spread). People are no longer infectious for other people 14 days after they have developed symptoms.

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Best practice for Parents and Pupils: In order to prevent the spread of the virus:

- if you have been in contact with someone who is displaying any covid-19 symptoms
- if you have coughed or sneezed
- if you were in contact with someone who has a fever or respiratory symptoms (cough, shortness of breath, difficulty breathing)
- if you have been on public transport,
- if you have been in a crowd (especially an indoor crowd)
- if you have handled animals or animal waste
- if you move from one room to another room or from inside to outside areas
- if you have physical contact with a child from another group other than their own group
- if your hands are dirty
- when you arrive and leave buildings including your home or anyone else's home
- after using the toilet
- before having a cigarette or vaping before and after eating
- before and after preparing food
- before and after eating your own food – breaks/lunches
- after assisting a child to use the toilet or using the toilet themselves
- after contact with bodily fluids (runny nose, spit, vomit, blood, faeces)
- after cleaning tasks

You must - Wash your hands with soap and water (which is the best method to get rid of germs) and or use a hand sanitiser

You must -Practice good respiratory hygiene that is, when coughing and sneezing, cover your mouth and nose with flexed elbow or tissue – discard tissue immediately into a closed bin and clean your hands with alcohol-based hand rub or soap and water.

You must - Maintain social or physical distancing: that is, leave at least 2 metres (6 feet) distance between yourself and other people where possible, particularly those who are coughing, sneezing and have a fever.

Must not engage in handshaking or hugging

Must avoid touching your eyes, nose and mouth – if you touch your eyes, nose or mouth with your contaminated hands, you can transfer the virus from the surface to yourself

Keep your hands in good condition. Moisturise them often. Any basic product that is not perfumed or coloured is OK.

The staff will complete multiple lessons on correct hygiene, lining up, the importance of hand sanitising, staying within their pods/bubbles etc. with the children during the first weeks back in school.

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The following are protocols that are put in place to safeguard the health and safety of each other. Parents are expected to abide by them and failure to do so may result in a parent being instructed to remove a child from the school building/yard, and or to leave the school premises themselves. If serious breaches of safety measures occur, the board and or the police may be informed or called if needed.

Under no circumstances is a parent to bring a child to school if -

- if the child is exhibiting any symptoms of Covid 19 (above)
- If the child has a temperature, is sneezing, coughing, who has been vomiting or has diarrhoea.
- If a child has been outside of the country in the 14 days prior to September 1st, they are not to attend school but must isolate
- If the child has been in contact with any family member and or other person who has Covid.

Assumptions

- All children return to school and classes operate within a bubble system to minimise contact and sharing of facilities and resources.
- The school is split into 2 groups with each group having different starting times, break times, lunch times and finishing times subject to ongoing review
- Groups will be constituted of Junior Classes (Infants to 2nd class) and Senior Classes (3rd to 6th)
- The day will include 2 breaks as per usual, but the times of both breaks will be staggered
- Within each class from 3rd to 6th, desks will be arranged with a minimum distance of 1 metre between pupils where possible. In some instances, it may be necessary to form a pod within a class to facilitate numbers and social distancing.
- Hand sanitiser will be available at all entry points and in all class and support rooms

Timetables

Timetable for Junior classes		Timetable for Senior classes	
8.50	School start	9.00	Le Cheile 1 (School transport)
9.00	Le Cheile 2 (School transport)	9.10	School start
10.30	Break time	10.50	Break time
10.40	Class resumes	11.00	Class resumes
12.00	Lunch time	12.40	Lunch time
12.30	Class resumes	1.10	Class resumes
1.30	Infant classes finish	2.40	Le Cheile 1 Class finishes
2.30	1 st & 2nd Classes	2.50	3rd , 4th, 5th & 6th
2.40	Le Cheile 2 finishes		

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Classes in Junior group		Classes in Senior Group	
JI & SI	Ms. McWeeney	3 rd	Ms. Smiley
1 st	Ms. Carolan	4 th	Ms. Power
2 nd	Mr O'Rourke	5 th & 6 th	Ms. Morris
Le Cheile 2	Mr. Coleman	Le Cheile 1	Ms. McCaughey

Entrance & Exit Points for Specific Classes

Class	Entrance and Exit Points
Junior Infants	Yard Blue door no. 1
Senior Infants	Yard Blue door no. 1
1st Class	Yard Office door no. 2
2nd class	Yard Office door no. 2
Le Cheile 1	Annaly Rd Door: morning and hometime (bus) Yard blue door no. 1: break times
Le Cheile 2	Annaly Rd Door: morning and hometime (bus) Yard blue door no. 1: break times
3rd	Yard brown door nos 3: (middle door)
4th	Yard brown door nos 3: (middle door)
5th & 6th	Yard brown door nos 4: (bottom door)

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Arrival at school

- Parents must arrive on time for leaving in and collecting their child
- Only parents or carers who are well and have no symptoms of COVID-19 or who have served the required quarantine time of 14 days where advised are allowed to drop off and collect children.
- Any parent who is in a high-risk category should not drop off or collect children in order to protect themselves. (This of course is at the discretion of the individual parent/carer/grandparent's discretion)
- Staggered arrival times will be put in place from 8.50am (See table above)
- Parents are not to congregate in groups you must remain with their child until handover to the class teacher has taken place.
- Parents must ensure their child remains at their side at all times and that their child does not interact with other children.
- Football will not be allowed in the yard before school due to families social distancing across the yard and for health and safety reasons.
- Parents are not to linger in the yard once your child has been handed over to the class teacher and entered the school yard. Please leave the school yard immediately to facilitate arrival of other students.
- To help with reducing the amount of traffic around the school gates, children are asked to walk/cycle/scoot to school if it is at all possible.
- Each group should aim to arrive at the school no more than 5 minutes immediately before their start time

Junior Group – 8.45 – 8.50

Senior Group – 9.05 – 9.10

- 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. These points will be clearly marked with signs on the wall/windows.
- 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/mobile number.
- We will have coded doors at the office door and Annaly Road door. There is an intercom at the office door. Only members of staff will be permitted to open the coded doors to allow access to the school.
- No outside footballs will be permitted in school. The school will provide footballs for break times. No football games will be permitted in the yard before school starts in the morning.

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End of School Day

(Special arrangements will be put in place for Junior Infants for the first few weeks of the school year)

- 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, taking care to observe the appropriate social distancing.
- When the school day for that class is over the following arrangements will apply –
 - From 1st Sept onwards Senior Infants– 2nd Class and from Sept 14th onwards(Jun Infants) - the class teacher will bring the children to their designated exit point and will release the children into the care of the adult who is there to collect them.
 - From 1st Sept onwards 3rd – 6th Class – the class teacher will bring the children to their designated exit point to be collected/make their own way home as arranged with parents.
 - Le Chéile classes: Children using school transport will be accompanied from and to the buses in the morning and at home time at the Annaly Road door.
- If a parent is delayed, the school asks that they ring the office or school mobile number to inform the school asap. The child will remain in the classroom with staff supervision until the parent arrives. On arrival, parents must come through the school yard and ring the intercom buzzer on the yard blue door no. 2 closest to the office.
- Please note exiting the school by the blue door on Annaly Road is **not** permitted.
- Junior Infants will start school at 9.30am for the first 2 weeks of September and will be met at their designated entry point at the blue yard door 1 by a member of staff. They will finish at 12pm for the first 2 weeks and should be collected at the Annaly Road door to avoid congregating in the yard during break time for other pupils.

Home-times for Junior classes	Home-times for Senior classes
1.30 – Infant classes finish	2.40 - Le Cheile 1 Class finishes
2.30 – 1 st & 2nd Classes	2.50 – 3rd , 4th, 5th & 6th
2.40 - Le Cheile 2 finishes	

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 give the school as much notice as possible when collecting their child early
- When the adult arrives at the school, they should either phone the office or use the intercom at the office door in the school yard, to alert the office that they have arrived
- The child will be brought from their class to the adult by a member of staff
- A staff member will sign the child out, recording the time, reason for collecting early, name of person collecting and their own signature.
- No adult should enter the school building, unless invited to do so for health and safety reasons and adhering to Covid 19 DES guidelines.

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Hand Hygiene

Staff and pupils should understand why hand hygiene is important as well as when and how to wash their hands. CTK BNS promotes good hygiene and posters are displayed throughout the schools on how to wash your hands. Hand hygiene can be achieved by hand washing or use of a hand sanitiser (when hands look clean).

Follow the HSE guidelines on handwashing: <https://www2.hse.ie/wellbeing/how-to-wash-your-hands.html>

Frequency of Hand Hygiene Pupils and staff should perform hand hygiene:

On arrival at school;

- Each pupil will use sanitiser on entry to their class.
- If required pupils will use the class sink to wash hands on arrival.
- Parents are asked to ensure that children use the toilet at home before coming to school as there will be no access to toilets before the start of the school day.

Before eating or drinking;

- Students will use hand sanitiser before they eat their lunch.
- Hands that are not visibly clean should be washed in the sink with soap before eating and drinking.

After using the toilet;

All students in every class will need to be supervised by a member of staff when visiting the toilet to ensure proper hand hygiene is followed. A timetable will be in place for toileting.

After playing outdoors

After both breaks, small lunch and big lunch, students will need to be brought to the bathroom under supervision/use the classroom sink to ensure hands are washed as per timetable.

When their hands are physically dirty;

When a child's hands are physically dirty hand washing can be done at the sink in the classroom or supervised visit to the bathroom.

When they cough or sneeze

The child will need to wash hands immediately or use hand sanitiser if hands are dry and visibly clean.

When a child is scheduled for SET in the SET classroom

The child will need to use hand sanitiser when entering the SET classroom.

This also applies to SET teachers when providing in class support they will use hand sanitiser when entering the different class rooms.

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Social distancing

- The recommendations for adults in a school setting is to maintain 2m distance from each other as much as possible. For pupils from 3rd to 6th, 1m distancing is recommended as a minimum inside the classroom. Parents are advised to maintain 2m distancing from others while dropping off and/or collecting their child.
- While social distancing is a vital component in preventing the spread of Covid-19, it is recognised that it is not always possible for staff and younger pupils to maintain physical distancing and in some cases it is not appropriate e.g. administering first aid.
- Staff will, wherever possible maintain a minimum of 1m distance and 2m wherever possible from pupils. Staff will, wherever possible, maintain a distance of 2m from each other.
- It is recommended that pupils remain in their class bubble with their teacher for the duration of the school day. This is to limit the contact and sharing of facilities between people in different bubbles. Staff members who move from class bubble to class bubble should be limited as much as possible.
- Each class bubble will have their own designated yard space for recreation time and scheduled toilet times. Outside of these times, pupils must be supervised by a member of staff when going to the toilet to minimise interactions with other classes and to ensure proper hand hygiene is adhered to.
- Junior pupils and SEN pupils are not expected to adhere to the 1m distancing recommendation while in their classrooms but hand hygiene and cough etiquette must be adhered to and sharing of resources will be kept to a minimum even within a class bubble.
- Senior pupils are expected to maintain 1m distance in so far as is possible inside the classroom and the classrooms have been rearranged to allow for this.
- There will be a one way system clearly marked on the corridors and the school asks that all pupils adhere to it in so far as is possible to maintain distancing and limit interactions outside of each class bubble. Social physical contact should be discouraged e.g. hugs, shaking hands.

Dealing with a suspected case of Covid-19

Pupils should not attend school if displaying any symptoms of Covid-19. If a pupil or 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. It is vital that parents provide the school with up to date contact information including mobile numbers, email addresses and an emergency contact number. It is also essential that parents leave their mobiles switched on during the day so that they remain contactable.
- The child will be accompanied to the designated isolation area via the isolation route by a member of staff. The isolation area will be a sectioned off area of the equipment room beside the kitchen. The isolation route for the entire Junior corridor, including both Le Chéile classes, will be out the blue yard door and across the yard to Brown door 4 (bottom door) and then up to the school kitchen. The isolation route for Senior classes will be straight down the Senior corridor. The staff member will remain at least 2 metres away from the symptomatic child and

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will also make sure that others maintain a distance of at least 2 metres from the symptomatic child at all times.

- A red sign will be placed on the door of the isolation area when in use.
- A mask will be provided for the child/adult presenting with symptoms. He/she should wear the mask if in a common area with other people, on the way to the isolation area 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 until they are collected.
- 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.
- Parents will be asked to complete a return to school questionnaire in the event that their child has been sent home from school with any covid like symptoms or after any absence due to illness. This form will need to be completed and signed by a parent/guardian before the child will be able to return to school.

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

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Returning to school following a suspected case of Covid 19:

If a pupil is displaying symptoms of Covid 19, the school will contact parents to make arrangements for the pupil to be collected and the Public Health Guidelines state that you should contact your GP for advice as soon as possible. The same advice applies to staff members. If a pupil or staff member is sent home with suspected Covid 19, the school will make a follow-up call that evening.

Before a pupil or staff member returns to school, we may require confirmation that the person is Covid-19 free. This could mean a negative test or advice from the GP that testing was unnecessary. This may be provided in the form of a letter, email or call from the GP's surgery.

If this cannot be provided, the school may have to delay the return to school of the pupil or staff member until this confirmation can be provided. This is to ensure the safety and wellbeing of the entire school community and we appreciate your co-operation in this.

The HSE also advises that a child should not return to school following any illness, until they are symptom free for 48 hours.

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 Covid related illness/self-isolating or because they are at very high risk, the class teacher (and the SET teacher, where relevant) will provide activities to support the child's learning at home and will be shared with parents via email and the class blog page.

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 will be notified
- Public health advice will be sought and followed

The Use of Personal Protective Equipment (PPE)

Masks/face coverings

The children are not required to wear masks or face coverings. Parents should contact the school directly if they have specific concerns regarding their child's health.

The guidelines now recommend that staff wear masks or face coverings in cases where social distancing is not possible. There may be cases where the wearing of masks by staff is not appropriate so visors may be used as an alternative.

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Aprons and gloves:

Staff members are not required to wear PPE such as aprons and gloves. However, for a limited number of staff, PPE will need to be used due to the nature of certain work activities or work areas.

This might include roles such as:

- Assisting with intimate care needs
- Administering first aid
- In dealing with a suspected case of covid-19

Appropriate PPE will be available for dealing with suspected COVID-19 cases, intimate care needs and for first aid. Where staff provide healthcare to children with medical needs in the school environment, they will apply standard precautions as per usual.

There is no need for the children to wear disposable gloves. They are considered inappropriate under the guidelines. There will be an emphasis on hand hygiene rather than on the wearing of disposable gloves.

Cleaning

See enhanced Christ the King BNS Covid 19 cleaning plan for details of the enhanced cleaning measures to be undertaken by school staff and outside cleaning company.

Staff members are responsible for cleaning and sanitising their own work space (desk) at least once a day. A staff member should spray/wipe door handles/ light switches and sinks in the classroom periodically during the day.

Cleaning of toys and resources should take place before they are reused and hand sanitising before and after use by pupils and staff to be adhered to.

Pedal bins are provided in each classroom for tissue waste and should be placed near the sink. A second bin is provided for general classroom waste but not food. Food Waste should be taken home.

Personal Equipment

- In so far as possible, it is requested that children from 1st to 6th Class will bring their own pens, pencils, colours, rubbers, etc., to school in their own pencil case to avoid the sharing of equipment. These supplies should be kept in a pencil case, clearly labelled with the child's name and left in school. Parents should ensure they have adequate supplies of pens, pencils, colours etc at home.
- For children in Junior and Senior Infants, the school will provide a pouch or container which will hold each child's pencils, crayons, etc., and which will be labelled with their name.

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Breakfast Club

The school will not be in a position to offer Breakfast Club for when we return to school. This situation will be reviewed again during Term 1.

Lunch

- School lunches will still be provided by Glanmore foods, including bottled water. As per usual, all leftover lunch and packaging must be brought home.
- Children are permitted to bring their own lunch if they wish. Lunch boxes and reusable water bottles from home must be thoroughly washed each evening before reusing.
- No sharing of food will be permitted.
- No reusable water bottles will be provided this year by the school but pupils may refill their own bottle or the bottle provided with their school lunch, which must be taken home.

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. Shared resources must be sanitised before reuse.

Textbooks/library books

Pupils will have their own labelled textbooks and copies. Each pupil will have a designated storage box for their books, copies and pencil case. Pupils will retrieve their own books for lessons except in the Infant classes, where the teacher will distribute and collect books after sanitising hands.

Library books will be placed in boxes for each group in the Junior classes to read in school for the period of a week before being changed after the weekend.

In Senior classes, pupils will choose a library book for the week which should be placed in their individual book boxes between uses and then placed in a plastic box provided by the teacher for “quarantine” over the weekend. The books may then be returned to the general shelves.

No library books to be taken home for the foreseeable future.

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Sensory Room

Sanitize before use. All fixed equipment to be wiped with disinfectant wipes after use by adult attending with the child. The activity/sensory room is not available for use by pupils in the mainstream classes for the foreseeable future. Resources from the activity room may be borrowed by mainstream pupils by arrangement with the Le Chéile teachers beforehand. Hygiene and cleaning protocols must be followed.

Photocopying.

Any staff member who uses the photocopier should clean it down after use with the wipes provided.

Yard

Each bubble of 8 classes will have access to the yard during their allotted break times. The yard will be divided into class play areas marked out with lines.

Yards will be supervised by class teachers, SET teachers and SNA's working within those bubbles as per the rota.

SET 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 work within the confines of a bubble in so far as is 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 and children where possible.
- 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 and the teacher.
- The tables and chairs in SET rooms will be wiped clean in between different groups attending
- Small groups for SET withdrawal to allow for social distancing with alterations in room layout also.
- Where in class team/station teaching is taking place, it may be advisable to remove one or more of the groups to an SET room with the teacher. Additionally, in station teaching settings, it is envisaged that the same group of pupils remain with the same teacher for the duration of the session, alternating tasks at the appointed time rather than alternating groups.
- In so far as is possible, resources and equipment will not be shared between groups in team/station teaching. Where there is not sufficient material for each group the resources must be wiped down before another group uses them.
- In station teaching settings such as "Power Read", guided reading books and markers etc will be placed in each child's folder for the duration of their use in the sessions and then wiped clean and put away in a box "in quarantine" for 2 days before being reused.
- For withdrawal groups, each child will have their own resources/materials to work with and all resources will be wiped down after use where possible or put away to be sanitised later before use.
- In Reading Recovery, each child will have their own basket of books, copies, magnetic letters, pens and crayons which must not be shared with another pupil.

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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, cover may be provided in the short term by one of the SET team.

PE

Where possible, PE should take place outdoors and use of equipment will be organised and timetabled to enable proper cleaning after each use. If the PE hall is being used by class groupings, common touch points should be cleaned at intervals throughout the school day. Pupils will be brought to the school toilet before PE and will be accompanied back to the school to use the school toilet during the PE lesson if necessary. The toilets in the hall will not be in use. Cleaning box should be brought to the hall to wipe down touch surfaces such as door handles and light switches after use.

Extra-curricular Activities

The possibility of facilitating extra-curricular activities will be explored. However, it would not be recommended that children from different bubbles would participate in extra-curricular activities at the same time. Further updates will be provided as the school has that information.

Changes to Classroom and School Layout and to School Routines:

The DES guidelines recognise that a common-sense approach is needed in our Primary schools. To that end, every effort will be made to limit interaction within classrooms, to limit contact between class groups and to limit the sharing of common facilities.

The children and their teachers will work in Class Bubbles. A Class Bubble is a grouping which stays apart from other classes as much as possible. The aim of the system within the school is that class groupings mix only with their own class from arrival at school in the morning until the children go home at the end of the school day.

Briefly passing someone in a hall is very unlikely to contribute significantly to the spread of infection if people do not have physical contact and avoid informal group discussions.

We will observe our usual practice of keeping to the left when in the corridors.

Additional Measures to Limit Interactions

Children will go straight to their classrooms from the yard and will not congregate in the corridors or hallways.

While we will all be delighted to see each other again, hand shaking and hugging will not be allowed.

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Doors and Windows

Where practical, all internal doors will be left open to minimise hand contact with common surfaces.

To ensure that classrooms are well ventilated, windows will be kept open as often as possible, and will be opened while children are taking breaks in the playground.

Windows should be opened when children are singing as a group, or when they are playing musical instruments.

Toilets

Junior Infants, Senior Infants, First Class and Second Class will use the toilet situated in the Junior corridor.

Third and Fourth Class, Fifth and Sixth Class will use the toilet situated in the senior corridor. There are sufficient soap dispensers and hand dryers installed in both Junior and Senior toilets. Soap will be replenished when required.

Timetables will be drawn up so that only one class group at a time is present in each toilet.

Pupils who require the toilet outside of the class timetable must be accompanied to the toilet by an adult.

A basket of cleaning spray and large kitchen roll will be brought down to the toilet with each class. A staff member will spray the toilets, door handles and sinks after class use.

Uniforms/Tracksuits

There is no guidance or advice to say that school uniforms or tracksuits should be washed every day and this is probably not practical for most families.

We will follow our usual practice in relation to uniforms and tracksuits. Uniforms should be worn every day, except on P.E. days, or when otherwise requested by teachers.

As a school we strongly advise that children should wear their school uniforms or tracksuits **only for school related activities.** Uniforms or tracksuits should be taken off straight after the child arrives home from school for the day. They should not be worn in after-school facilities, shops, during after-school activities, etc.

Office

We currently do not have a contactless payment system in place which means that we can only accept cash as payment for school bills. When paying your book bill please ensure you have the exact amount to be paid in an envelope with your son's name and class clearly marked on the envelope and give it to your class teacher or to your son for your class teacher.

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ICT

A timetable will be drawn up for the use of common ICTs. Devices should be cleaned after use and before they are returned to the charging trolley.

Visiting Teachers/Coaches

The possibility of facilitating activities such as Coaching for GAA etc. will be explored. However, it is not recommended that children from different bubbles would participate in activities at the same time.

Substitute Teachers and SNAs

A copy of the Covid-19 Response Plan will be provided to each substitute teacher/SNA. Substitutes will be required to complete a Return to the Workplace form before they enter a classroom and will be asked to confirm that they have engaged in the online Induction training.

Staffroom and staff meetings

All staff members should maintain a physical distance of 2 metres when they are not engaged in teaching e.g. when they are using the staff room and arriving to work. If 2m cannot be maintained in staff groups, face coverings should be worn.

The school kitchen will also be used as a staff room to enable for as much social distancing as possible. A timetable will be in operation for each staff room.

Staff members should bring their own cups, bottles, cutlery, etc. to school and avoid sharing utensils in the staffroom as far as possible.

Staff meetings will be held remotely or in small groups or in large spaces to facilitate physical distancing.

Covid-19 Response Plan for re-opening of Christ the King BNS

Teaching and Learning

As a staff, we are very aware that the children have been away from school since March 12th. We appreciate the time and effort that went into Home Learning, and we recognise the challenges that Home Learning presented for all families.

Each child will be a different place in relation to his/her learning, and we wish to assure you that staff will take that into consideration when planning for Teaching and Learning during the 2020/2021 school year.

The Department of Education and Skills has published Curriculum guidelines for us, and we ask you to trust our experience and professional expertise as we work with all the children during the return to school.

Up-to -date contact information

The majority of parents have already provided an email address at which the school can contact them to support Home Learning. This will be especially important if the school, or parts of the school have to close due to HSE advice. If parents have not already done so, please email principal@christthekingbns.ie to be added to the Contact List for Home Learning.

It is **imperative** that parents provide the school with up to date mobile phone contact numbers for parents and guardians especially when there is a change in phone number. Please remember to contact the school office to ensure we have your current contact mobile number and ensure your phone is **switched on** during school hours to ensure we can contact you in the case of an emergency. We have had numerous occasions when a child is sick and a parents mobile is switched off or not in service as the number is no longer working. This your responsibility to help keep your child safe and be available in the event your son falls ill in school.

Wellbeing of the School Community

We will work on the recommended five principles to support the wellbeing of all our pupils and staff. These are promoting:

- A sense of safety
- A sense of calm
- A sense of belonging and connectedness to school
- A sense of self-efficacy and school-community efficacy
- A sense of hope

Our usual practice is to provide support to pupils based on what is known as the Continuum of Support. This is a tiered system that provides Whole School and Classroom Support for all pupils, additional School Support for some pupils, and School Support plus extra targeted intervention for a few pupils with complex needs.

Covid-19 Response Plan for re-opening of Christ the King BNS

Employee Assistance and Wellbeing Programme

Support for school staff wellbeing will be provided by Department Support Services including the PDST and CSL, as well as by the HSE's Health Promotion Team.

An Occupational Health Strategy is in place as a supportive resource for staff in schools. The aim of the Occupational Health Strategy is to promote the health and wellbeing of employees in the workplace, with a strong focus on prevention.

The Occupational Health Strategy comprises the Employee Assistance Service and the Occupational Health Service. The Employee Assistance Service (EAS) is provided by Spectrum Life under the logo of 'Wellbeing Together: Folláinne Le Chéile'.

A free-phone confidential helpline 1800 411 057 is available 24 hours a day, 365 days a year and staff members are encouraged to make use of the service when the need arises.

Date: August 24th 2020

Chairperson of Board of Management: Anne Dollard

Principal: Clodagh Vahey

Covid-19 Response Plan for re-opening of Christ the King BNS

APPENDIX 1

COVID-19 Policy Statement

Christ The King BNS is committed to providing a safe and healthy workplace for all our staff and a safe learning environment for all our pupils. To ensure that, we have developed the following COVID-19 Response Plan. The BOM and all school staff are responsible for the implementation of this plan and a combined effort will help contain the spread of the virus. We will:

- continue to monitor our COVID-19 response and amend this plan in consultation with our staff
- provide up to date information to our staff and pupils on the Public Health advice issued by the HSE and Gov.ie
- display information on the signs and symptoms of COVID-19 and correct hand-washing techniques
- agree with staff, a worker representative who is easily identifiable to carry out the role outlined in this plan
- inform all staff and pupils of essential hygiene and respiratory etiquette and physical distancing requirements
- adapt the school to facilitate physical distancing as appropriate in line with the guidance and direction of the Department of Education
- keep a contact log to help with contact tracing
- ensure staff engage with the induction / familiarisation briefing provided by the Department of Education
- implement the agreed procedures to be followed in the event of someone showing symptoms of COVID-19 while at school
- provide instructions for staff and pupils to follow if they develop signs and symptoms of COVID-19 during school time
- implement cleaning in line with Department of Education advice

All school staff will be consulted on an ongoing basis and feedback is encouraged on any concerns, issues or suggestions.

This can be done through the Lead Worker Representative(s), who will be supported in line with the agreement between the Department and education partners.

Signed: Clodagh Vahey

Date: August 24th 2020.