



MONEYSTOWN NATIONAL SCHOOL COVID-19 RESPONSE PLAN

Information for Parents

The following plan is based on current guidance from the HSE and the Department of Education and Skills (DES) and is subject to change.

You can access the full Response Plan on our school website.

Please be advised that each of the following points are being implemented in an effort to **minimise interaction** and **maximise distancing** in order to reduce any transmission risks.

Parents are asked to **respect the 2m social distancing** requirement at all times.

Arrival

- Pupils can be dropped to school between **8:40am and 9am** to reduce congestion and traffic in the morning.
- Parents are requested to **park in the Community Hall** carpark in the mornings and to follow the one-way walking system to the side gate in the Church carpark.
- Please use a common sense approach here – if you see that it is very busy please remain in your car until you feel it is safe to start walking towards the school.
- Your child will be met by **school staff at the side gate** and will be shown to their classrooms where their teacher will be waiting for them.
- **Parents are not permitted to enter school grounds** at drop-off times in order to reduce traffic and congestion. Please be mindful of the 2m social distance requirement at all times.
- Please note that access time between 8:40am and 9am may need to be timetabled in some instances due to supervision demands. We may also need to consider scheduling arrival times alphabetically should the need arise.

Dismissal

- Pupils can be collected from school between **2:15pm and 2:30pm**. Infant classes can be collected between **1:20pm and 1:30pm**.
- Parents are again asked to **park in the Community Hall** carpark and follow the one-way walking system to the school.
- Parents to **collect pupils from fire exits** (Juniors - 4th class) **and hall door** (5th & 6th class) at collection times. Staff will be available to usher parents to the correct doorways during the first week back. Again, please maintain 2m social distance from others.
- Teachers cannot engage in meetings with parents at dismissal times. Please email information / queries to class teachers.
- Please inform any designated adult dropping / collecting your child from school of these new procedures and protocols.



Collection of Children during the School Day

- If a child needs to be collected during the school day, parents/guardians are asked to park in the Church carpark and to **phone the school office – 0404 45477**. The child will be escorted to the carpark by a member of staff.
- Similarly, if a child is being dropped to school during the school day the same process applies. Park and phone the school office and your child will be collected from you by a member of staff.
- **No parent/guardian should enter the school building** unless invited to do so.

The School Day

- **Hand sanitiser** will be available at all entry points and in all classrooms. Pupils are also requested to have **personal hand sanitiser and tissues** available in their school bags.
- Each of the five mainstream classrooms will operate within a **bubble system**. There will be no physical interaction between the classrooms.
- In as far as is practically possible, **1m social distancing** between groups or ‘pods’ and class teacher in 3rd -6th class will be implemented.
- Consistent individual **work stations and allocated seating** will be implemented within each classroom to replace communal areas, shared spaces, rotating work spaces, etc.
- The day will include **3x15minute staggered breaks** for each classroom.
- Pupils will use **individual resources** as much as is practicable (further instruction on this is included at the end of this document).
- **Class baskets** have been attached to desks to store individual copies/books and avoid unnecessary movement in class.
- **An intercom system** has been installed to replace the practice of delivering messages to classes and reduce traffic on the school corridors.
- Assembly, choir and all other whole school gatherings are suspended for the time being to reduce infection risks between classes and will be replaced by **pre-recorded videos** or Zoom calls.

Uniforms

- As per other years, pupils’ uniforms must be clean and washed regularly. You will be informed of your child’s PE day during our first week back. PE classes will be held outdoors as much as possible.
- It is more important than ever that you **clearly label** all items of clothing as we will not be able to facilitate a lost and found box.
- We strongly advise that pupils should wear their school uniforms or tracksuit bottoms for **school related activities only**. Uniforms should be taken off immediately after the pupil arrives home from the school day.



First Aid

- **1m social distancing** will be observed where possible to deal with a minor first aid issue and to initially assess a situation.
- **PPE** (face coverings, gloves, masks, plastic aprons) is available should pupils require close contact in a First Aid situation.
- Should any incident require more close contact first aid for more than 15min **parents will be contacted.**

After School Activities & Homework Club

- All after school activities and homework club have been **suspended until further notice.**

Pupils who should not attend school

The following pupils should not attend school:

- A pupil who has been **diagnosed with Covid-19**
- A pupil who has been in **close contact** with a person who has been diagnosed with Covid-19.
- A pupil who has a suspected case of Covid-19 and the outcome of the **test is pending.**
- A pupil who has been in **close contact** with a person who has a suspected case of Covid-19 and the outcome of the test is pending.
- A pupil with **underlying health conditions** who has been directed by a medical professional not to attend school.
- A pupil who has returned home from **travelling abroad** and must self-isolate/restrict their movements for 14 days.
- A pupil who is **generally unwell** – now more than ever before it is very important that a child who appears unwell or has been unwell during the previous night is kept at home.
- Please inform the Principal in advance if your child cannot attend school due to Covid-19 related issues and arrange alternative online learning.

Dealing with a suspected case of Covid-19

In the event of a suspected case of COVID19 in our school, the following procedures will be implemented:

- The pupil / member of staff will be **isolated in the Seomra** and supervised by the Principal / Deputy Principal where possible or, by a designated SNA.
- Supervision will be done from the window and the supervisor will remain outside or at 2m distance at all times when inside the Seomra.
- **PPE will be available** for the supervising adult (gloves, masks, plastic apron, visors etc) and careful disposal of same immediately after the suspected case has left the building.



- **Parents of the pupil will be notified immediately** about the suspected case and required to collect the pupil immediately.
- The principal will **inform the HSE** and seek advice re suspected case before implementing DES guidelines.

Cleaning

- Maintaining a **clean learning environment** is of paramount importance and the school will follow DES guidelines regarding cleaning routines and procedures.
- The school will be **thoroughly cleaned** on a daily basis.
- Pupils are requested to **bring all lunch rubbish and left-overs** home to reduce movement within the classroom and to reduce overall waste in school.

Use of PPE in School

- As per public health guidance, **staff will wear visors/masks** throughout the school day. Additional PPE will need to be used occasionally due to the nature of certain work activities or work areas.

School Visitors

- All visitors and parents / guardians **must make an appointment** before entering the school grounds or building. **Under no circumstances can a teacher facilitate a parent / teacher meeting without an approved appointment time.**
- All visitors and parents / guardians who enter the school grounds / building for an appointment must **complete the contact tracing log, sanitise hands, wear a face mask, follow good hand and respiratory etiquette and observe 2m social distancing at all times.**

Communication between School and Parents

- We encourage all home / school communication to take place via **email**.
- All mainstream and special education parent / teacher meetings will take place via **telephone or Zoom calls**.
- Any payments to be made to the school must be made via **online banking**.

Homework

- Following an initial settling in period, teachers will assign homework to pupils via **online platforms** primarily. This will reduce the movement of resources between school and home and will also help maintain a blended approach to learning.



Please provide the following for your child:

- All pupils will require their own small bottle of **hand sanitiser and packet of tissues**.
- Pupils from 3rd to 6th class will require their own **packet of colouring pencils, pencils, rubber, sharpener, highlighter and glue stick**. All items should be placed in a pencil case/zip lock bag which shall **remain in school** in your child's basket.
- Pupils from 5th and 6th will require **red and black/blue pens** in addition to the above.
- Such items **will be provided by the school for pupils from Junior Infants to 2nd class** and will be placed in a zip lock bag which will remain in their baskets.
- **Water bottles** should be filled at home each morning before coming to school.
- Please ensure everything is **clearly labelled**. Thank you for your co-operation.