



St. Peter's National School, St. Peter's Road, Phibsborough, Dublin 7

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St. Peter's National School plan for re-opening from March 1st (Junior Infants-2nd classes)

Underlying Principles

- The school has a responsibility to make 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 (**from Junior Infants-2nd classes (initially) from the 1st of March**) 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.

Assumptions

- **All children (from Junior Infants-2nd classes) return to school from the 1st of March and classes operate within a bubble system. We await further guidance regarding the return of pupils from 3rd-6th class.**
- The school is split into 3 groups with each group having different starting times, break times, lunch times and finishing times.
- 3 Groups will be constituted as follows:
Group A Junior Infants, Senior Infants, 1st, 2nd, 5th, 6th (Junior Infants, Senior Infants, 1st and 2nd class only from 1st March)
Group B Junior Infants, Senior Infants, 1st, 3rd, 4th, 5th (Junior Infants, Senior Infants, 1st class only from 1st March)
Group C Junior Infants, Senior Infants, 2nd, 3rd, 4th, 6th (Junior Infants, Senior Infants, 1st and 2nd class only from 1st March)
- The day will include **one 10 minute break and one 30 minute break.**
- Within each class from 3rd to 6th, the children will be further divided into pods, with as much space as possible between pods. (**whenever they return**)
- Hand sanitiser is available at all entry points and in all class and support rooms

Timetables

Staggered Arrivals, breaks and dismissals to aid social distancing.

Timetable for Group A	Timetable for Group B	Timetable for Group C
<p>Arrive between 8:40-8:50</p> <p>8.50 - School start</p> <p>10.10 - Break time</p> <p>10.20 - Class resumes</p> <p>12.00 - Lunch time</p> <p>12.30 - Class resumes</p> <p>1.30 - Infant classes finish</p> <p>2.30 - 1st - 6th Classes finish</p> <p><u>(Only 1st, 2nd classes initially from 1st of March)</u></p>	<p>Arrive between 8:50-9:00</p> <p>9.00 - School start</p> <p>10.40 - Break time</p> <p>10.50 - Class resumes</p> <p>12:30 - Lunch time</p> <p>1:00 - Class resumes</p> <p>1.40 - Infant classes finish</p> <p>2.40 - 1st - 6th Classes finish</p> <p><u>(Only 1st, 2nd classes initially from 1st of March)</u></p>	<p>Arrive between 9:00-9:10</p> <p>9.10 - School start</p> <p>11:00 - Break time</p> <p>11.10 - Class resumes</p> <p>1:00 - Lunch time</p> <p>1.30 - Class resumes</p> <p>1:50 - Infant classes finish</p> <p>2.50 - 1st - 6th Classes finish</p> <p><u>(Only 1st, 2nd classes initially from 1st of March)</u></p>
<u>Classes in Group A</u>	<u>Classes in Group B</u>	<u>Classes in Group C</u>
<p>JI -Ms. Glennon (Rm. 1)</p> <p>SI- Ms. Casey- (Rm. 8)</p> <p>1st - Mr. McConigley- (Rm. 19)</p> <p>2nd - Ms. Mullane- (Rm 17)</p> <p>5th - M. H. Horan- (Rm. 25)</p> <p>6th - Ms. Carroll- (Rm. 11)</p>	<p>JI -Ms. Gilmartin (Rm. 2)</p> <p>SI- Ms. Danaher- (Rm. 9)</p> <p>1st - Ms. Beirne- (Rm. 12)</p> <p>3rd - Ms. Kelly- (Rm. 22)</p> <p>4th- Ms. Currans- (Rm. 21)</p> <p>5th - Ms. Hughes- (Rm. 27)</p>	<p>JI - Ms. Donegan/Ms. Walsh (Rm. 3)</p> <p>SI- Ms. Quaine (Rm. 9)</p> <p>2nd - Ms. Oliver- (Rm. 18)</p> <p>3rd - Ms. Hand- (Rm. 23)</p> <p>4th -Ms. Carr-(Rm. 26)</p> <p>6th -Mr. McHugh (Rm. 10)</p>

Only highlighted classes return from the 1st of March.

Key to Entrances & Exits

Entrance and Exit Points	Number
Main Entrance to school	1
Entrance door opposite Cabra Park	2
Dalymount Square-Laneway entrance to the right of Dalymount Park entrance	3

Entrance & Exit Points for Specific Classes- only highlighted classes return from the 1st of March

Teacher	Class	Entrance & Exit Point
Ms. Glennon	Jun Inf	1
Ms. Gilmartin	Jun Inf	1
Ms. Donegan/Ms. Walsh	Jun Inf	1
Ms. Casey	Sen Inf	2
Ms. Danaher	Sen Inf	2
Ms. Quaine	Sen Inf	2
Mr. McConigley	1 st Class	1
Ms. Beirne	1 st Class	3
Ms. Mullane	2 nd Class	2
Ms. Oliver	2 nd Class	2
Ms. Kelly	3 rd Class	1
Ms. Hand	3 rd Class	1
Ms. Currans	4 th Class	Enter 2 (exit via 1)
Ms. Carr	4 th Class	1
Ms. H. Horan	5 th Class	1
Ms. Hughes	5 th Class	1
Ms. Carroll	6 th Class	3
Mr. McHugh	6 th Class	3

Arrival at school

- Each group should aim to arrive at the school and wait inside the front yard or proceed to the main yard in advance of their start times. **Parents/Pupils should NOT arrive to school before their official 10 minute windows.**

Group A - 8.40 - 8.50

Group B - 8.50- 9.00

Group C - 9.00 - 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. Parents/guardians, please ensure to maintain at least 2m distance between all other adults and children and wear face coverings.

- Each class should enter through the appropriate entrance access points (listed above), line up (inside the wall (2 classes)) and the remaining classes proceed to their designated collection point (in the yard) as follows with social distancing observed:

Highlighted classes return from the 1st of March

Group	Classes standing on footprints in front yard of school	Classes proceeding to the main yard for collection.
A	Ms. Casey's SI, Mr. McConigleys 1st class	Ms. Mullane's 2nd class , Ms. H. Horan's 5 th class, Ms. Carroll's 6 th class
B	Ms. Danaher's SI , Ms. Kelly's 3 rd class	Ms. Beirne's 1st class , Ms. Currams' 4 th class, Ms. Hughes' 5 th class
C	Ms. Quaine's SI , Ms. Hand's 3 rd class	Ms. Oliver's 2nd class , Ms. Carr's 4 th class, Mr. McHugh's 6 th class

- Ms. Glennon's J Infants (Entrance 1) Ms. Gilmartin's J Infants (Entrance 1) and Ms. Walsh/Donagan J infants (Entrance 1) enter through entrance 1 and proceed to the main yard.**
- Classes will be called in via entrance 1 (main entrance) or entrance 2 with the Junior Infants' classes (entrance 1) always called last of the classes (more senior pupils will be called first).

The class teacher will invite the children to enter the classrooms via their designated waiting points at the appropriate time.

- No adults, other than staff members, should enter the building (under any circumstances).**
- We are requesting that parents, under no circumstances, should stand inside the railings of the school (please stand behind the blue line (marked on the footpath)) or inside the gate that is located to the right of the entrance to Dalymount Park (Dalymount Square entrance). Pupils may stand on the footpaths-please be aware of**

any traffic going into or leaving Dalymount Park). All adults and children should stand inside our pencil bollards. Please adhere to the designated times as you can appreciate, the timetable is designed to promote physical distancing as much as possible.

- **Please do not drop your children in advance of the stated times in these guidelines**
- Messages for teachers can be sent by email (_____@stpetersns.net emails), class dojo or by phoning the school office. At this stage, you should have received multiple emails from your child's class teacher. If you don't know your teacher's email, please contact the office at office@stpetersns.net

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 entered the school in the morning (**whilst adhering to physical distancing and standing as far from the entrances as possible**).
- When the school day for that class is over the following arrangements will apply -
 - Jun Inf - 2nd Class - the class teacher will bring the children to their designated entrance/exit point and will release the children into the care of the adult who is there to collect them.
 - 3rd - 6th Class - the class teacher will bring each class to their designated exit point and allow each pod to leave the line separately in order to minimise contact. (**whenever they return**).

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. **Please ensure that you are wearing a mask when entering the main entrance.**
- The child will be brought from their class to the adult by a member of staff (if necessary).
- The adult who is collecting will be asked to sign the child out. We are using a separate sign out template sheet for parents to complete each time they collect their child. Pens will be sanitized after use.
- **No adult should enter the school building, unless invited to do so.**

There will be a designated container inside the front door for parents who wish to drop forgotten items (lunches etc.) If you need to access this container, please

contact the school and you will be allowed to do so. Lunches/forgotten items should only be dropped it (in emergencies). Please ensure that pupils bring their books/lunches with them each morning.

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. Groups singing/music lessons will take place in the hall.

Yard and break times

Each set of 6 bubbles will have access to the yards during their allotted break times as follows according to their groupings -

Front yard: 2 classes

Back yard: 4 classes

A detailed supervision roster has been drawn up and teachers are familiar with their duties (including provision for when there is rain).

Yards will be supervised by class teachers, learning support teachers and SNAs working within those bubbles.

Books, Copies, Pencils, etc.

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.
- It is further requested that all items (including their school uniform/tracksuit) have the child's name on them (in black marker/pen if possible) for ease of identification.
- 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.

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.

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

A contactless payment system has been set up to minimise the amount of cash that needs to be handled (particularly for Book Rental). Parents/Guardians are asked to co-operate in helping to keep school staff safe by arranging for contactless payments through the school office.

Children should not be sent to the Secretary's Office or to the Reception area to deliver messages.

As far as possible, there should be no more than two members of staff in the office (at the one time) and should speak with the Secretary from in front of her screen.

Photocopying.

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

ICTs

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 extra-curricular activities such as Dancing, Coaching for games, Safe Cycling course, etc. will continue to be explored. However, it is not

recommended that children from different bubbles would participate in extra-curricular activities at the same time, for example, during music lessons.

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.

Physical Education and P.E. Equipment

Physical Education lessons will take place outside when the weather allows. Staff members and pupils may take additional breaks outside during the school day.

Staffroom

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.

Staff meetings will be held remotely.

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

Teaching and Learning

As a staff, we are very aware that the children have been away from school since the end of December. 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 at 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 remainder of 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.

Curricular Activities

As per the most recent curriculum guidance, we have been advised to focus on Languages, Numeracy, SPHE (wellbeing and wellness as well as the Stay Safe/RSE programmes) and PE in the initial stages

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 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.
- 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- **whenever they return.**
- The tables and chairs in SET rooms will be wiped clean in between different groups attending

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 Special Education Teacher, where relevant) will provide work to support the child's learning at home and this will be shared with parents/guardians as per our remote learning plan (on school website)

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.

The Use of Personal Protective Equipment (PPE)

Staff members are not required to wear PPE. However, for a limited number of staff, PPE will need to be used occasionally or constantly due to the nature of certain work activities or work areas. This might include roles such as:

- Assisting with intimate care needs
- Where a suspected case of COVID-19 is identified while the school is in operation
- Where staff are particularly vulnerable to infection but are not on the list of those categorised as people in very high-risk groups or may be living with those who are in the very high-risk category.
- When staff members have to move between classrooms to support children with learning needs.

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.

Masks

The children are not required to wear masks or face coverings.

The guidelines state that all staff must wear a face covering (where a physical distance of 2m cannot be maintained). **All staff (particularly SEN teachers and SNAs) will be provided with surgical grade face masks.**

Gloves

There is no need for the children to wear disposable gloves. They are considered inappropriate under the guidelines.

Staff members do not need to wear disposable gloves unless they are looking after a pupil's intimate care needs or administering First Aid.

There will be an emphasis on hand hygiene rather than on the wearing of disposable gloves.

Hygiene and Cleaning

Hand sanitiser dispensers have been installed throughout the school e.g. at each entrance, in each classroom, each support room. We also have two mobile dispensers,

Warm water and soap dispensers are available in all the classroom toilets, and at each sink in the staff bathrooms.

Hand hygiene will be promoted and encouraged, and parents/guardians are asked to support the school in reinforcing this message.

In accordance with the DES guidelines, the school will be thoroughly cleaned at least once per day. Particular attention will be focused on frequently touched surfaces - door handles, handrails, chairs/arm rests, communal eating areas, sink and toilet facilities.

All staff will have access to cleaning products and will be required to maintain cleanliness of their own work area. Under no circumstances should these cleaning materials be removed from the building. Staff should thoroughly clean and disinfect their work area before and after use each day.

Waste will be collected regularly from offices and other areas within the school.

Staff must use and clean their own equipment and utensils (cup, cutlery, plate etc.)

Illness and Dealing with a Suspected Case of COVID-19

We love to see all of our children at school every day. However, under the current circumstances, parents/guardians must keep children at home if they display any Covid-19 Symptoms. <https://www2.hse.ie/conditions/coronavirus/symptoms.html>

Staff must not attend school if they display any symptoms.

A designated isolation area has been created in the main foyer.

If a staff member/pupil displays symptoms of COVID-19 while at school, the following procedure will be implemented:

The pupil will be accompanied to the isolation area. A distance of 2 meters will be maintained. If this is not possible, the person accompanying the child must wear a face covering. 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.

If a pupil has a suspected case, parents/guardians will be contacted immediately by telephone. To help us in this regard, Mams and Dads are asked to make sure that their contact details are kept up to date at all times.

Staff members who are symptomatic should immediately inform the Principal/Deputy Principal and go to the isolation area.

A face covering will be provided to the staff member/child who is symptomatic.

The staff member or child who is symptomatic should avoid touching people, surfaces and objects.

If the staff member/child is well enough to go home, arrangements will be made for them to be transported home by a family member, as soon as possible.

Anyone who is symptomatic is advised to inform their general practitioner by phone of their symptoms. Public transport of any kind should not be used to travel home.

If the staff member/child is too unwell to go home or advice is required, the school will contact 999 or 112 and inform them that the sick person is a Covid-19 suspect.

The isolation area and work areas will be thoroughly cleaned in line with the guidelines.

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 and staff and pupil confidentiality is essential at all times.

It is important to remember that any of us can get sick or unwell, and if we do, we need understanding and support from those around us. It is essential that anyone who feels unwell makes that known to the Principal/Deputy Principal as soon as possible.

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

All pupils will be required to complete the return to educational facility form prior to returning to school. Your child's class teacher will email this to you. You can fill up the form or email the details required to the class teacher in advance of the 1st of March (Junior Infants-2nd class pupils initially).

COVID-19 Related Absence Management

COVID-19 related absences will be managed in line with agreed procedures with the Department of Education.

Teacher or SNA Absence and Substitution

If a teacher/SNA is unable to attend school, every effort will be made to secure a substitute teacher/SNA for the class/pupil. Our school is the base school within the supply panel (which means we can access 4 additional classroom teachers (if they are available and if the need arises)). However, if a substitute teacher/SNA is not available, it is not appropriate for the class/pupil to be divided into groups and accommodated in other classes. In such circumstances, it may not be possible for the class/pupil to attend on that day. If that is the case, as much notice as possible will be given to parents.

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.

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

We were fortunate enough to not have any confirmed cases within the school premises during Term 1. Your co-operation will be required (once again) when adhering to public health guidance whilst aiming to limit the possibility of Covid-19 entering the school.

Please refer to regular emails sent from the office, rryan@stpetersns.net or your child's class teacher. and to the school website for class news, events, updates, videos and school life stories (we will start our 6th class blog very soon). Regular messages will also send out via the School Dublin web app.

The updated Covid-19 response plan (end of February 2021) will be available for viewing on the website (www.stpetersns.net) from Thursday, 25th of February.

Please email us/call the office or Ms. Vaughan (HSCL) if you need any support or guidance over the next number of weeks/months as we gradually ease back into the return to school.

We hope that these guidelines provide some clarity on the return to school for your child. We appreciate that the restart will be difficult and that it is very hard to accommodate everybody but with your help, support and perseverance, we will do our utmost to ensure we create a safe, calm, happy and welcoming school environment for you son/daughter.

Kind regards,

R. Ryan and the staff of St. Peter's N.S.