**St. Peter’s N.S. Return to School Logistics Plan August 2022**

**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 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**

* The school will operate as normal with the same starting times, break times, lunch times and finishing times.

**Please note that Junior Infant classes will be issued with a different staggered break timetable for the first few days (see timetable below) as they start later than the rest of the school for the first week of the new school year (under normal circumstances).**

* The day will include **one 10 minute break and one 30 minute break.**
* Hand sanitiser will be available at all entry points and in all class and support rooms.

 **Timetables**

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| --- |
| **Timetable for all classes (Senior Infants-6th classes). School restarts on the Tuesday, 30th of August****For incoming junior infants, please see timetable on page 3** |
| **Arrive between 8:40-8:50 but not before 8:40 as children will not be supervised prior to 8:40a.m.****8.50 – School starts****10.20 – Break time****10.30 – Class resumes****12.00 – Lunch time****12.30 – Class resumes****1.30 – Junior and Senior Infant classes finish****2.30 – 1st – 6th Classes finish** |

**Parents please note that the junior infants will have different staggered arrival times/departure. See staggered/arrivals and departures listed below.**

**These are the most up to date times.**

Your child’s class teacher (junior infants) will come to the gate to collect your child in the mornings until further notice.

**Please do not enter the main gates (entrance 1 or entrance 2).**

|  |  |  |  |
| --- | --- | --- | --- |
| Date: | **Mr. McConigley (Rm. 1)****Please arrive 10 minutes in advance of starting time** | **Ms. Danaher (Rm. 2)****Please arrive 10 minutes in advance of starting time** | **Ms. Manning (Rm. 3)****Please arrive 10 minutes in advance of starting time** |
| 30th August | 10:00-11:30 | 10:15-11:45 | 10:30-12:00 |
| 31st August | 10:00-11:30 | 10:15-11:45 | 10:30-12:00 |
| 1st September | 10:00-11:30 | 10:15-11:45 | 10:30-12:00 |
| 2nd September  | 9:30-12:00 | 9:40-12:10 | 9:50-12:20 |
| 5th Sept.  | 9:30-12:00 | 9:40-12:10 | 9:50-12:20 |
| 6th Sept. | 9:30-1:30 | 9:30-1:30 | 9:30-1:30 |
| 7th Sept. | 9:30-1:30 | 9:30-1:30 | 9:30-1:30 |
| 8th Sept. | 9:30-1:30 | 9:30-1:30 | 9:30-1:30 |
|  | Full Days as per Logistics Plan from 9th Sept. | Full Day as per Logistics Plan from 9th Sept. | Full Day as per Logistics Plan from 9th Sept.  |
| 9th Sept.  | 8:50-1:30 | 8:50-1:30 | 8:50-1:30 |
| 12th Sept. | 8:50-1:30 | 8:50-1:30 | 8:50-1:30 |
| 13th Sept. | 8:50-1:30 | 8:50-1:30 | 8:50-1:30 |
| 14th Sept. | 8:50-1:30 | 8:50-1:30 | 8:50-1:30 |

**Junior Infant staggered arrivals from 30th of August until the 8th of September. Full days from the 9th of September 2022.**

**Key to Entrances & Exits**

|  |  |
| --- | --- |
| **Entrance and Exit Points** | **Number** |
| **Main Entrance to school** | **1** |
| **Entrance door (blue door) opposite Cabra Park** | **2** |

 **Junior Infants- 6th class teachers for the coming year (2022-2023)**

We were very busy recruiting new staff over the summer holidays as a number of very experienced staff relocated from Dublin after many years of dedicated service. A number of staff have also taken a career break so there will be a lot of unfamiliar names (initially).

Junior Infants- Mr. McConigley, Ms. Danaher and Ms. Manning

(all junior infant classes enter and exit the school via the main entrance (Entrance 1)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Class | Class teacher for 2022-2023 | Class teacher last year (2021-2022) | Enter | Exit |
| Senior Infants | Ms. Griffin | Ms. Manning’s Junior Infants | 1 | 2 |
| Senior Infants | Ms. Gilmartin | Same class as last year | 1 | 2 |
| Senior Infants | Ms. Flanagan | Ms. Glennon’s Junior Infants | 1 | 2 |
| 1st class | Ms. Doran | Relevant parents have been informed  | 1 | 2 |
| 1st class | Ms. Brosnan | Relevant parents have been informed | 1 | 1 |
| 2nd class | Ms. Concannon | Ms. Quaine’s 1st class | 1 | 2 |
| 2nd class | Ms. Kirrane | Ms. Beirne’s 1st class | 1 | 1 |
| 3rd class | Ms. O’ Connor | Ms. Concannon’s 2nd class | 1 | 1 |
| 3rd class | Ms. Beirne | Ms. Oliver’s 2nd class | 1 | 1 |
| 4th class | Ms. Horan | Ms. Casey’s 3rd class | 1 | 1 |
| 4th class | Ms. McGrath | Ms. Hand’s 3rd class | 1 | 1 |
| 5th class | Ms. Hughes | Ms. Horan’s 4th class | 1 | 1 |
| 5th class | Ms. McKenna | Ms. Hughes’ 4th class | 1 | 1 |
| 6th class | Ms. Carroll | Ms. Currams’ 5th class | 1 | 2 |
| 6th class | Ms. Gavaghan | Ms. Kelly’s 5th class | 1 | 2 |

**All pupils will enter via Entrance 1 each morning. The exit points at the end of the day are listed in the table above.**

**Arrival at school**

* Pupils should aim to arrive at the school and wait to proceed to the main yard no earlier than the start times stated below

**8.40 – 8.50 Please do not arrive before 8:40a.m. School starts at 8:50a.m.**

* The class teacher will invite the children to enter the classrooms via their designated waiting points in the yard at the appropriate time.
* **No adults, other than staff members, should enter the building.**
* **We are requesting that parents, under no circumstances, should stand inside the railings of the school.**
* **Adults/ Pupils may stand on the footpaths opposite/close to the school.**
* Messages for teachers can be sent by email (for those teachers who wish to correspond by email they will provide you with their school email address) or by phoning the school office (01) 8680501. In the meantime, please contact the office (office@stpeterns.net) if you have any queries.

**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 (some children will be exiting via Entrance 2- see timetable on page 4).
* 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 pupil to leave the line in an orderly fashion.

**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 (relates to the junior end of the school)
* The adult who is collecting will be asked to sign the child out. We will be 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.

St. Peter’s would like to compliment the vigilance shown by parents over the course of the 2021/2022 school year- keeping your child at home if they had symptoms of Covid-19.

We would ask that all parents display the same levels of vigilance for this coming school year and follow the guidance below.

We assume we will have to adhere to the guidance below for the 2022-2023 school year. If there any changes we will keep you informed.

**Dealing with a suspected case of Covid-19**

Pupils should not attend school if displaying any symptoms of Covid-19. If a pupil displays symptoms of Covid-19 while in the building, the following are the 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 presenting with symptoms, if one is available. He/she should wear the mask if in a common area with other people 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, if they cannot immediately go home, and will assist them by calling their GP.
* 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.

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 or who are displaying symptoms of Covid-19.
* Children with underlying health conditions who have been directed by a medical professional not to attend school
* 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 (as a result of COVID-19 related absence(s), the class teacher (and/or the learning support teacher, where relevant) will provide suggested activities to support the child’s learning at home with parents.

We are awaiting guidance from the DES in relation to supporting children with COVID-19 for the 2022-2023 school year.

**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 are also awaiting any further updates in relation to the above advice as the school followed the above guidance during the 2021 2022 school year.

**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.
* There is no official HSE guidance stating that students cannot wear their uniforms to school. **It would be advisable to purchase an additional school jumper.**
* 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 as well as for hygiene purposes.

**Yards and break times**

All classes will be present on the yard at the same time for small break and big break.

**Supervision to be arranged/organised by staff of St. Peter’s**

Yards will be supervised by class teachers, learning support teachers and SNAs working within particular classes.

**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 now revert back to pre-COVID-19 times where pupils from different classes can access support within the same classroom (withdrawal support).

The tables and chairs in SET rooms will be wiped clean in between different groups attending.

**PPE**

Staff will have the option of wearing a mask if they wish to do so. Face coverings will be provided for any staff who wish to use them.

**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, pupils from that class will be divided into groups and accommodated in other classes.

**PE**

PE will take place in the hall/and outside. If the PE hall is being used by class groupings, common touch points should be cleaned at intervals throughout the school day. There will be a hand sanitization station outside the hall.

**Curricular Activities**

As per the most recent curriculum guidance during the 2021 2022 school year, we were advised to continue with our focus on Languages, Numeracy, SPHE (wellbeing and wellness as well as the Stay Safe/RSE programmes) and PE in the initial stages. We assume that similar priorities will remain from the 2022 2023 (pending further guidelines from the DES).

**Extra-curricular Activities**

We hope to restart all pre-COVID-19 as well as some additional extra- curricular activities from September 2022.

We hope that these guidelines provide some clarity on the return to school for your child. 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.

If you have any queries, please contact the office at office@stpetersns.net or call the school on 018680501 and we will try our best to answer any queries you might have.

We once again sincerely thank you for your patience and understanding as we

move towards the beginning of the school year.

Kind regards,

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

August 2022