



Plan for Reopening of Ennis National School

August 2020

Ennis National School



27th July 2020

Dear Parents/ Guardians

Since I was appointed Minister for Education on 27 June, my first priority has been the full re-opening of schools. Today the Government approved a Roadmap for Reopening of Schools, and a funding package of €376 million to support this. I am confident that the supports and additional resources we have provided will enable our schools to open safely.

An enormous amount of work has been done to prepare detailed guidance based on the interim public health advice for schools, which we received in late June.

The plan has been developed by consulting with those who know best how schools run: representatives of students, parents, principals, teachers, SNAs, support staff and school management bodies, and. Their expertise has been crucial in putting this together and I am very grateful to all involved for their hard work over many weeks.

I know that school communities have a big job ahead of them to prepare for the return to school. We have put in place some practical supports and a significant financial package to help. This includes funding to make physical changes that schools may need, funding to employ an aide to move furniture, help re-organise rooms and get things ready before schools reopen, and funding for substitution and replacement of teachers. We will also be providing funding for hand sanitiser and for personal protective equipment, where appropriate.

Every school building and circumstance is different, and I've asked each school to communicate directly with parents and students about the changes that you can expect when term begins.

Before the return to school, the Department will provide schools with some communications materials that are age-appropriate, to help you to support your child's return to school. They will also be available on Gov.ie/backtoschool. I hope you will find these useful.

I know that your children and you have experienced severe disruption as a result of Covid-19. Pupils, parents, teachers and schools have made enormous efforts to keep teaching and learning. But school is a special place, and some of the best parts of learning are being in a classroom with other children, and everyone has missed out on that.

I know some children and young people may be nervous about returning, and we will all be working to support them to settle in, to feel safe and to be happy in their school work, when schools return.



I hope you and your families have a lovely summer and get to enjoy some time together.

Throughout this pandemic, we've all been in this together. This will be a time of change, and there will be new routines for the students and for us all to learn. We will learn this together, because we all have a role to play in keeping the whole school community safe.

With every good wish



Handwritten signature in blue ink, appearing to read "Norma Foley".

Norma Foley TD Minister for Education



Parents/Guardians,

I am delighted to present this document to you as it means we are returning to Ennis National School on Wednesday, August 26th.

On July 27th, The Department of Education and Skills released their COVID 19 Response Plan for the safe and sustainable reopening of Primary and Special Schools. This is the roadmap that we will follow to safely reopen Ennis National School. Please find the DES COVID 19 response plan at the following link:

<https://www.gov.ie/en/publication/a0bff-reopening-our-primary-and-special-schools/>

This document that I am presenting to you today was prepared in consultation with the In-School Management and ratified by the Board of Management. I can assure you that every precaution will be taken to make sure we have a safe return to school. It has been uncertain times for everyone but it will be great to return and give your children the normality that school provides.

When we return to school, our priority will be the wellbeing of the whole school community. All of us here in Ennis National School are committed to making the transition back into school as smooth as possible for everyone.

Please take some time to read through these guidelines and familiarise yourself and your family with the new procedures that will be in place to ensure that staff and pupils can attend school safely.

Please take note that this document will be subject to change as new guidelines are issued by the Department of Education in relation to COVID 19 restrictions.

I am confident that you as parents will help us maintain a safe environment for the children and staff of Ennis National School. It is essential that every family plays their part in ensuring this. Thank you in advance for your co-operation and continued support.

Kind Regards

Brian Troy
Principal



COVID 19 Lead Worker Representative

Ennis National School will have four Lead Worker Representatives. They will keep this document updated and keep the whole school community informed.

Brian Troy – 1st and 2nd Class
Bob Enright – 3rd and 4th Class
Ciara Stack – Junior and Senior Infants
Siobhan O'Neill – 5th and 6th Class.

Class Hubs

To minimise contact between pupils, the school will operate based on four class hubs for the duration of the school day. Within the class hubs, each class will be an individual bubble:

Hub 1: Junior and Senior Infants
Hub 2: 1st and 2nd Class
Hub 3: 3rd and 4th Class
Hub 4: 5th and 6th Class

Each classroom from 3rd class upwards has been set up to adhere to the 1 metre social distancing rule.

Illness

In order to prevent the spread of COVID-19 it is important to know and recognise the symptoms. They are:

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

If your child presents with any of these symptoms or has any other type of sickness, THEY SHOULD NOT BE SENT TO SCHOOL. This is extremely important advice that will prevent the spread of COVID 19.

If a pupil displays symptoms of COVID-19 while at school, the following are the procedures to be implemented:

- Class Teacher informs the COVID 19 Lead Worker Representative (LWR) for their class Hub and immediately contacts the pupil's parents/guardians
- LWR will take the child's temperature using a hand held thermometer. After this they will accompany the pupil to the isolation area (Dressing Rooms) making sure that themselves and others keep a 2 metre distance from the pupil.
- The pupil will be given a face mask to wear and asked to sanitise their hands.



- The pupil will be supervised by the LWR until the pupil's parent/guardian arrives in the front foyer. The pupil will be brought to meet the parent/guardian at the front foyer. Parent/guardian will not be allowed enter the building.
- The isolation area and work areas involved will be appropriately cleaned as soon as possible.
- There will be an incident report filled in by the class teacher to keep a record of any suspected COVID 19 case.
- After collection it is expected that the parent/guardian will immediately seek the advice of their local doctor.

N.B. These procedures will be performed in a sensitive and calm manner to make sure the pupil feels comfortable and safe.

N.B. It is of the utmost importance that a parent/guardian makes their way to the school to pick up their child as soon as possible.

Confirmed Case of COVID 19 in the School

If there is a confirmed case of COVID 19 in the school, the principal will immediately contact the HSE (Health Service Executive) and the school will follow their advice.

Specific Arrangements

Staggered Drop Off Times

School Car Park is reserved for drop off and pick up of Junior Infants, Senior Infants, Sunshine Classes, 1st and 2nd class children only.

Parents/Guardians of older children are requested to drop off and pick up at a meeting point away from the school car park. Older children are strongly recommended to avail of Walking Bus and Cycling Bus.

As it stands, school will start for all classes at 8:50am. If it is possible for families to adhere to the following, we ask for co-operation on it. These are the suggested staggered drop off times in the car park:

8:30am – 1st and 2nd class

8:40am – Junior and Senior Infants.



On arrival to school, all children should enter the school and go immediately to their classroom.

Parents/Guardians of Junior and Senior Infant children will be the only parents permitted to accompany their child to their yard at morning time. This is the usual Infant yard for Junior and Senior Infants. Infants will enter the school immediately. Parents/Guardians will not be allowed to accompany them into the school. Infants will be met at the yellow door by a staff member on arrival.

Parents/Guardians of children in 1st and 2nd class who are using the car park are asked to drop and go in the car park. Parents of 1st and 2nd class children may not accompany children beyond the car park. All children should enter the school and go immediately to their classroom. We strongly recommend that you encourage your child/children to use the Walking Bus and Cycling Bus.

Staggered Collection

As it stands, infants are collected at 1:45pm and the rest of the school at 2:45pm. This will be adjusted as outlined below. If it is possible for families to adhere to the following, we ask for co-operation on it.

Junior and Senior Infants: 1:45pm as normal

Junior Infant collection point will be on the Infant Yard and Senior Infant collection point will be on the Senior yard (beside the school field).

On the yards there will be a specific queuing area for the parents of each Junior and Senior Infant class. We would ask parents/guardians to wait until their child is called by the teacher to ensure a safe handover of the child.

On wet days for collection of Infants, teachers will not bring the children outside. They will complete the handover at the yellow door for Junior Infants on the infant yard (Ms. Murphy's Junior Infant class will use the back door) and the red door for Senior Infants on the Senior Yard. Parents will queue in their designated queuing area and wait until they are called to the respective doors. We would appreciate your patience and co-operation in relation to this as teachers will only be able to complete the handover one class at a time. We would encourage parents/guardians to dress for the wet weather.

Children from 1st class to 6th class will have a staggered collection time. This is to ensure the least amount of interaction between children as they exit they school. If it is possible for families to adhere to the following, we ask for co-operation on it:

Term 1 (Start of school year until Christmas)

1st and 2nd class: 2:40pm

3rd and 4th class: 2:45pm

5th and 6th class: 2:50pm



Term 2 (After Christmas until Easter)

1st and 2nd class: 2:45pm

3rd and 4th class: 2:50pm

5th and 6th class: 2:40pm

Term 3 (After Easter until End of School Year)

1st and 2nd class: 2:50pm

3rd and 4th class: 2:40pm

5th and 6th class: 2:45pm

Children from 1st class to 6th class will exit through their allocated doors. Children from 1st and 2nd class can be collected in the school car park only. Children from 3rd class to 6th class can be collected at a meeting point away from the car park. Parents/Guardians are asked to wait in their cars and not to congregate on the school grounds.

Car Park Guidelines

- School Car Park is reserved for drop off and pick up of Junior Infants, Senior Infants, Sunshine Classes, 1st and 2nd class children only. Parents/Guardians of older children are requested to drop off and pick up at a meeting point away from the school car park.
- No congregating in the car park.
- Please stay in your car while you wait for your child/children to exit the school
- It is essential that parents do not enter the school building or yards and avoid congregating around the school grounds while waiting for children.
- Please adhere to the rules of the road when using the car park.
- Please use the designated car parking spaces to park your car.

Walking Bus and Cycling Bus

It is strongly recommended that older children use these school initiatives on their return. These school initiatives will continue as normal but they will adhere to social distancing guidelines. The Walking bus will depart from Curley's car park at 8:30am every morning. The Cycling Bus will depart from the entrance of Hawthorns Estate on the Limerick Road every Friday morning at 8:20am.

Allocated Doors

The following classes will use these doors when entering and exiting the school building:

Junior Infants: enter and exit through yellow door on infant corridor (Ms. Murphy's Junior Infant class will exit through the back door).

Senior Infants: enter through yellow door on infant corridor and exiting through the red door on the Senior Yard



1st Class: enter through back door of school and go upstairs to 2nd Class Corridor. Exit through yellow door on infant corridor.

2nd Class: enter and exit through back door of school and go upstairs on 2nd Class Corridor.

3rd Class (Mr. O’Loughlin and Ms. Harding): enter and exit through preschool door.

3rd Class (Ms. Walshe): enter and exit on back door of school on 4th class corridor.

4th Class: enter and exit through red door off the senior yard

5th Class: enter and exit through preschool door.

6th Class: enter and exit through red door off the senior yard

Break and Lunch:

These are the following times and yard locations that the class hubs will adhere to:

<u>Hub</u>	<u>Class</u>	<u>Breaktime</u>	<u>Lunchtime</u>	<u>Yard</u>
1	Junior + Senior Infants	10:45 am – 11:00am	12:30pm – 1:10pm	Infant Yard
2	1 st + 2 nd Class	11:00am – 11:15am	In classroom 12:30pm – 12:50pm On yard 12:50pm -1:10pm	Middle (Back) Yard
3	3 rd + 4 th Class	10:45am – 11:00am	On yard 12:30pm - 12:50pm In classroom 12:50pm – 1:10pm	Senior Yard
4	5 th + 6 th Class	11:00am – 11:15am	In classroom 12:30pm – 12:50pm On yard 12:50pm -1:10pm	Senior Yard



Access to the School and Contact Log

For the moment, all interaction with staff will be accommodated over the telephone. The following is the procedure to follow:

- Email the school (info@ennisns.ie) requesting a call back from a particular member of staff.
- This message will be passed onto the relevant staff member and they will call you back in due course. (Please don't expect calls during class time)

The window in the foyer will allow access to the secretary's office for queries. **There is to be no more than 2 people in the foyer at any one time.** Please sanitise before you enter the foyer. Please sign the visitor book with your own pen.

Email (info@ennisns.ie) is the preferred option to contact the school and it will be the quickest way to have your query dealt with. If you have to ring the school please let it be for official school business only. If you ring the school and if you get the answering machine please leave a message and your call will be dealt with accordingly.

If your child is absent from school, on his/her return to school, please write a note or use notes provided regarding absences at the back of school diary and these should be shown to the class teacher. Do not ring the school regarding absences unless it is COVID related or another contagious condition. Your co-operation on this matter would be very much appreciated.

If your child has an appointment, please give adequate prior notice to the class teacher. The child will meet the parent/guardian in the foyer area at the agreed time.

Hygiene

40 wall hung sanitisers dispensers have been installed throughout the school e.g. at each entrance, in each classroom. Each learning support classroom will have a pump action sanitiser that the children will use when they enter the learning support classroom.

Each classroom will have disinfectant spray and blue towel paper that will be used at the end of the day to clean down the tables and surfaces. Disinfectant wipes will also be available.

The blue towel will be disposed of into a white plastic bag which will be tied up and left outside the classroom for the cleaners to dispose of.

Each room will have extra soap dispensers to encourage children to wash their hands after toilet use and when the need arises. Children must sanitise or wash their hands every time they enter the classroom. There will be signage in each classroom to show children how to wash their hands properly and the proper cough etiquette. At the start of the school year, teachers will talk to the children about the importance of washing their hands. Parents should remind their children about the importance of washing their hands and using the proper cough etiquette.

N.B. – In light of increased awareness of all hygiene matters at present, Ennis national School recommends that parents wash/sanitise all school related items on a regular basis. Uniforms, lunchboxes, pencil cases, books, copies, etc can all be wash/sanitised frequently. This advice will be reviewed in due course in line of Public Health Guidelines relating to schools.



N.B. – It is strongly advised that there is no sharing of pens, pencils, rubbers, etc. Please make sure that your children have their own stationery when they are in school.

The school has employed contract cleaners – Grant and O’Brien Cleaning Service, to take care of all our cleaning needs during the pandemic. They will be 4 cleaners on the school site daily. Two cleaners will take care of cleaning requirements and two cleaners will take care of sanitising requirements. Here is the protocol that they will follow:

Covid-19 Cleaning and Disinfecting Protocol

General Guidelines

- Increase the frequency of cleaning and disinfecting – follow recommended guidelines.
- Focus on high-touch areas and shared surfaces
- Wash hands often with soap and warm water for at least 20 seconds
- Hand sanitiser that contains at least 60% alcohol can also be used
- Wear the required personal protective equipment (PPE) during cleaning and disinfecting

Chemicals

We have at least four products that are expected to be effective on the Covid-19 virus. These are

- Bleach
- Clor Tablets
- Milton
- Sanair
- Multipurpose Cleaner

Safety Data Sheets for all the above are available for your reference

Procedures

- Remove all grossly visible debris. The presence of gross contamination or organic material, especially feces, will inactivate most disinfectants
- Clean surfaces and objects that are visibly soiled first, stopping disinfection process if surfaces are dirty to sight or touch. They should be cleaned using a detergent or soap and water prior to disinfection
- Thoroughly rinse the cleaned area to remove any detergent residue. Some disinfectants may be inactivated by detergents; therefore, it is very important to rinse well after washing the area or item
- Allow the area to dry completely
- Select and apply an appropriate, effective disinfectant
- Allow the proper contact time. This is one of the most overlooked steps!! Contact time may



vary depending on the disinfectant selected but is usually at least 10 minutes

Face Masks and Visors

It is not mandatory for children or staff to wear face masks or visors. However, each staff member will be provided with a visor and it will be optional for them to wear it. Face masks are optional for children. This decision should be made by the parent/guardian of the child.

Sanitiser

It would be good practice and encouraged that children have their own small bottle of sanitizer that they can use throughout the school day.

First Aid

First Aid will be administered as normal but teachers and SNAs will wear a disposable facemask/visor and gloves when they are attending to a child.

Online Payments

All payments to the school can be made online during the school year. There will be no handling of money.

Drop Off Of Forgotten Items

We would encourage parents/guardians to make sure that their children come with lunches, books, equipment, etc to school every day to prevent parents/guardians having to make an unnecessary trip to bring these items in during the school day.

If this does happen, there will be a designated drop off point in the front foyer that does not require interaction with staff. The child will have to collect item from designated drop off point.

Parent Teacher Meetings

Parent Teacher meeting typically take place at the end of November. As of now, these will more than likely take place over the telephone. We will assess the situation closer to the time.

School Hall

For the first few weeks of school, PE classes will take place outside. The hall will only be used by Junior and Senior Infants. There will be limited use of PE equipment as it will be divided out. The equipment will be thoroughly cleaned before it is passed on. We will assess this situation as the weather deteriorates.

Computer Room

The Computer Room will not be in use for the foreseeable future. The iPad trolley will be available for classes to use. A timetable will be put in place. These will be wiped down after use.

School Activities

For the moment, school activities such as choir, band, swimming, etc will not go ahead. We will



assess this situation as the weeks pass by.

In relation to school competitions, we will wait from guidelines from governing bodies such as Cumann na mBunscoil, Athletics Ireland, etc.

Update From Cumann na mBunscoil

Cumann na mBunscoil instruct all counties not to organise or participate in any inter school games/competitions until the 31st October 2020 at the earliest. Cumann na mBunscoil will continue to monitor the situation during this period and provide further instruction as appropriate. The INTO Mini 7s will not go ahead for the 2020 season.

Such events as Halloween Hobble, Halloween Quiz, Christmas Concerts, etc, we will review closer to the time.

Curriculum

All teachers will start from where the children are. Teachers will have 'handover meetings' to inform the new teacher of where the children are. Children attending support settings will continue with the targets set out in January 2020 review of support plans. These will be reviewed again in January 2021.

Supporting the wellbeing of the whole school community at this time of transition will be the most important aspect of school life.

In Ennis National School, we will be promoting a sense of safety so that people feel that they are safe, and those around them are safe.

A sense of calm so that people feel relaxed, composed and grounded.

A sense of belonging and connectedness so that people experience having meaningful relationships with others who understand and support them.

A sense of self – efficacy and community efficacy so that people believe that they can manage and do what is needed, and so can their school community and finally a sense of hope so that people believe that things will work out.

Blended Learning

Ennis National School will use the online platform 'Seesaw' from Junior Infants up to 2nd class. From 3rd class up to 6th class, we will use 'Microsoft Teams'. The following is the scenarios that these platforms will be used:

- If a child has to self-isolate for 2 weeks.
- If a child is in the very high risk category and cannot attend school.
- If a child has to stay at home because there is someone in their family that is in the very high risk category.
- If a child has a long term illness
- If there is a full or partial closure of the school.

Before a child can engage in online learning due to medical reasons, certification from a medical practitioner will be required.



COVID 19 Induction Training for Staff

All staff will undertake and complete Covid-19 Induction Training prior to returning to the school. The aim of such training is to ensure that staff have full knowledge and understanding of the following:

- Latest up to-date advice and guidance on public health;
- Covid-19 symptoms;
- What to do if a staff member or pupil develops symptoms of Covid-19 while at school;
- Outline of the Covid-19 response plan.

Staff will be kept fully informed of the control measures in place in the school and their duties and responsibilities in preventing the spread of Covid-19 and will be updated with any changes to the control measures or guidance available from the public health authorities.

Morning Club and Funclub Afterschool care

The Morning Club and Funclub Afterschool Care service will be operated by Réalta Draíochta Preschool and Montessori. To find out more about how they will operate the service during the pandemic, please email them at info@realtadraiochta.ie or check out their website at <https://www.realtadraiochta.ie/>

Homework Club

To find out how the Homework Club will operate during the pandemic, please email enshomeworkclub@gmail.com When emailing can you put the child's name, class and class teacher in the subject area.

After School Activities

You would be very much aware that there are a lot of After School activities ran in our school hall and classrooms during the school year. Some after school activities are back up and running. The onus is on the group using the facility to put procedures in place to ensure the safety of their participants. Please contact the local clubs that use the school facility for more information.

Useful Information

1. Reminder that Summer Uniform can be worn up to Halloween, this means the red polo shirts can be worn. Please label grey jumper, black top and coats clearly with your child's name from the very first day. There will be no central LOST and FOUND location in the year ahead.



2. In support of Positive Climate Action, we ask that you provide your child with a reusable drinks container and lunch box with their name on it. We ask you, kindly, to please avoid sending in single use plastic bottles, cling film and tin foil. We are working hard in E.N. S to teach children about caring for the planet and reversing climate change.

3. There are lots of healthy lunch ideas on the National Dairy Council site if you find yourself out of practice.

<https://ndc.ie/nutrition/lunchbox-tips/>

You can also view our school's 'Healthy Eating Policy' on our school website. It is under the Resources section and the sub section – school policies. It has some great ideas about healthy lunches.



Ennis National School