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KENNEDY PARK NATIONAL SCHOOL

 Kennedy Park – Wexford

 Roll no. 11986N

 **T:** 053 912 3331

 **E**: office@kennedyparkschool.ie

 [www.kennedyparkschool.ie](http://www.kennedyparkschool.ie)

**Covid 19 Response Plan – Information for Parents**

The school will reopen on a staggered basis in order to help the children to come to terms with the new routines of school.

1st and 4th classes will return to school on Tuesday 1st September. They will have **no school** on Wednesday 2nd and Thursday 3rd September.

2nd and 5th classes will return to school on Wednesday 2nd September. They will have **no school** on Thursday 3rd September.

3rd and 6th classes and Senior Infants will return to school on Thursday 3rd September.

All classes attend school on Friday 4th September.

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| --- | --- | --- | --- | --- |
| **Class** | **Tuesday****1st September** | **Wednesday****2nd September** | **Thursday****3rd September** | **Friday****4th September** |
| **JIs** | Information to follow | Information to follow | Information to follow | Information to follow |
| **SIs** | No school | No school | School | All in school |
| **1st**  | School | No School | No School | All in school |
| **2nd**  | No school | School | No School | All in school |
| **3rd**  | No School | No School | School | All in school |
| **4th**  | School | No school | No School | All in school |
| **5th**  | No School | School | No School | All in school |
| **6th**  | No School | No school | School | All in school |

|  |  |  |
| --- | --- | --- |
| **Timetable** **Group A** | **Timetable** **Group B** | **Timetable** **Group C** |
| 8.50 - School Start10.30 – Break time10.45 – Class resumes12.15 – Lunch time12.45 – Class resumes 2.35 – Finish  |  9.00 – School Start10.55 – Break time11.10 – Class resumes12.55 – Lunch time 1.25 – Class resumes 2.45 – Finish | **Junior Infants** 9.10 – School start10.55 – Break time11.10 – Class resumes12.55 – Lunch time 1.25 – Class resumes 1.55 – Finish  **Senior Infants** 9.10 – School start10.30 – Break time10.45 – Class resumes12.15 – Lunch time12.45 – Class resumes 1.55 – Finish   |
| **Classes** **Group A** | **Classes** **Group B** | **Classes** **Group C** |
| Ms. Barry 1st class Ms. Moore 2nd classMr. E. O’Leary 3rd class Mr. S. O’Leary 4th classMrs. Gregg 5th classMr. Browne 6th class | Ms. Murray 1st classMrs. Tobin 2nd classMrs. Stafford 3rd classMs. Nolan 4th classMs. Wickham 5th classMr. Tobin 6th class | Junior InfantsSenior Infants |

**Hygiene and Cleaning**

Sanitiser dispensers will be installed throughout the school e.g. at each entrance, at the door of each classroom, etc. Soap (which emulsifies at low temperatures) and water is available in all classrooms and toilets. Hand hygiene will be promoted and encouraged, and parents/guardians are asked to support the school in reinforcing this message.

**Handwashing and Sanitising Regime for Children**

|  |  |
| --- | --- |
| **Time** | **Method** |
| Upon entering school | Sanitiser |
| Upon entry and exit to classroom | Sanitiser |
| Before eating at little break | Handwashing |
| After returning from the yard | Sanitiser (wash hands if visibly dirty) |
| Before eating at big break | Handwashing |
| After eating | Sanitiser |
| After returning from the yard | Sanitiser (wash hands if visibly dirty) |
| Before going home | Sanitiser |
| \*After using toilet | Handwashing |

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, desks, sink and toilet facilities.

All staff will have access to cleaning products and will be required to maintain cleanliness of their own work area. Waste will be collected daily by our cleaner.

**Changes to Classroom Layouts**

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.

It is recognised that younger children are unlikely to maintain physical distancing indoors so there is no requirement for children from junior infants to 2nd class to maintain a physical distance within their class bubble.

Children from 3rd class to 6th class will be distanced insofar as is practicable, with approximately 1m distancing achieved between pods in all rooms. Teachers will modify their classrooms to create as much space as possible. Shelving and unnecessary furniture have been removed from classrooms to create more space.

**Learning Support**

In keeping with our special educational needs (SEN) policy, learning support will be provided by a blended approach of in-class and withdrawal support. Initially, the focus will be primarily on welcoming the children back, giving them a chance to speak about how they feel, and establishing relationships and routines. The provision of support will be organised to ensure our support teachers will work within the confines of the minimum amount of class bubbles.

* 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 receive support in one of the SEN rooms, social distancing of 1 metre will be maintained between each child in the group. Only pupils from the same class bubble may be withdrawn together for SEN purposes
* The tables and chairs in SEN rooms will be wiped clean in between different groups attending. Where possible, resources in SEN settings will be stored in individual pouches for each child in order to limit sharing, and the pouches can then be wiped and sanitised.
* SNAs will continue to provide support and will wear appropriate PPE. They will bring the children outside as much as possible.

**Entrance and Exit Points for Specific Classes**

To facilitate pupils arriving with pupils entering and exiting the grounds safely, we ask that no pupils be present on school grounds before 8.40am. Pupils can enter the school grounds through the main gate and proceed directly to their class, supervision will be provided until class begins.

**Key to Entrances and Exits**

 Junior yard door No. 1

 Lower Infant door No. 2

 Alley door No. 3

 Door opposite Sports Hall No. 4

 Front Entrance to GP room No. 5

Door No. 1 Ms. Flynn Door No. 2 Ms. McDonald

 Ms. Dunne Ms. Kent

 Ms. Maguire Ms. Murray

Door No. 3 Ms. Moore Door No. 4 Mr. E. O’Leary

 Mrs. Tobin Ms. Gregg

 Ms. Stafford Ms. Wickham

 Mr. Browne

 Door No. 5 Ms. Barry

 Mr. S. O’Leary

 Ms. Nolan

 Mr. Tobin

**Lunches**

Pupils will be given time to eat lunch in class as usual. We will be asking parents to remind pupils to eat directly from their lunch bags, and not to use the surface of the table to place their food on. Please remind children that sharing of food is not permitted, if children do not receive school lunch. Lunch boxes and drinks bottles should be washed thoroughly, inside and out, each day.

**PE**

Where possible, PE should take place outdoors and use of equipment should be confined to the sets that have been distributed to class groupings. Classes may take additional breaks outside during the school day.

**Pupils’ Equipment and Stationery**

* In so far as possible, it is requested that children will bring their own pens, pencils, colours, rubbers, etc. to school in their own pencil case to avoid the sharing of equipment. This should be kept in school and separate items should be kept at home for homework as necessary.
* It is further requested that all items have the child’s name on them 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. 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.

**PPE**

The Department of Education advise that facemasks should be worn by all staff who cannot maintain a 2m social distance from pupils. The BoM is supplying all staff with the personal protection equipment they will need. Gloves and aprons will also be provided for providing intimate care or first aid. The BoM has recommended, in line with current guidelines, the use of masks by staff instead of visors.

**Swimming**

This is currently under review.

**Ventilation**

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.

**Assembly**

Whole school assemblies will not take place for the foreseeable future.

**Payments**

We are currently setting up an online payment system that minimises the amount of cash that needs to be handled. In the meantime parents/guardians are asked to co-operate by sending all monies payable to school in a sealed envelope with the child’s name on it.

**Wet Days**

On wet days the classes will remain indoors as normal. The teacher on duty will supervise from the classroom door and only enter the room if absolutely necessary. Senior classes will stay in their pods.

**Corridors**

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 teach the children to keep to the left when on the stairs and in the corridors.

**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, a SEN teacher will supervise the class. The class will not be divided into groups and accommodated in other classes. If we cannot source a supervising teacher, it may not be possible for the class to attend on that day. If that is the case, as much notice as possible will be given to parents.

**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 phone the school to alert the office that they have arrived. Only one person may be in the reception area at any one time, and they must wear masks. Please check the number of people in the reception area before entering.
* The child will be brought from their class to the adult by a member of staff.
* The adult who is collecting will be asked to sign the child out.
* No adult can enter the school building from the reception area, unless invited to do so.

**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.

**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.

**Illness and Absences**

**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 – please ensure all contact details are up to date and in use, and also provide the name and number of a contact who will be in a position to collect a child promptly.
* A mask will be provided for the child presenting with symptoms. He/she should wear the mask if in a common area with other people or while exiting the premises
* 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
* 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.

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

**Children with underlying health conditions who have been directed by a medical professional not to attend school.**

Parents should seek advice from their GP/consultant if they think their child is in a high risk group. If they are advised not to attend, then the parents should furnish the school with a letter containing words to this effect. The school will then support the child with his/her learning.

**FAQs**

**What is happening with homework?** For the first two weeks, there will be no homework. The staff are currently discussing homework procedures for the rest of the year. We will let you know when we have finalised these procedures.

**Can I send in a bottle of sanitiser with my child?** Yes, but please remind your child it is for personal use and it may only be used with the permission of the teacher. Regulations stipulate that children should not have independent use of containers of alcohol gel.

**Can my child wear a facemask?** It is not recommended that children attending primary school or preschool/childcare settings wear face-coverings.

**Will staff be wearing facemasks?** Yes, at times. And possibly visors also.

**Will parent/teacher meetings be taking place?** We are awaiting further guidance on this.

**What if I need to speak with my child’s teacher?** Please contact Marian in the office or your child’s teacher via email. Do not write notes in the journal.

**What happens if my child’s teacher is out sick?** Every effort to find a substitute will be made. If one cannot be found, the SEN teachers will be asked to supervise the class. If we cannot supervise the class, we may have to send the children home.

**What happens if my child forgets their lunch or drinks?** The school will contact you so you can drop one to the school for your child.

**My child has hay fever and sneezes quite a bit, will he/she be sent home?** If your child has an underlying condition such as hay fever (as many of us have) please make sure the class teacher is aware.

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

**What if my child is sent home with a suspected case of Covid 19?** We would advise that you contact your GP/HSE for further advice. If a child is unwell they should under no circumstances be sent back to school.

**Are parents permitted in the school building?** No, not unless collecting a pupil presenting with Covid 19 symptoms or have received prior permission and have been invited in from the reception area.

**My child is in a “pod” with some other children, can they still play with their other classmates at break time?** Yes, absolutely, when out in the yard. On wet days, the children will remain in their pods. But they can still chat with children in other pods as long as they keep the distance between the pods.

**Are 3rd to 6th classes in “pods”?** At the start of the school year we will be distancing pupils as much as possible, with approximately 1m between all pods. This will not eliminate pupils from interacting with each other or prevent talk and discussion. Pods will be alternated after Christmas and Easter.

**What happens if my child falls on yard/gets a bump or cut?** Our first aid policy will be followed, but staff are required to wear PPE to apply first aid.

**Why can some of the classes not mix? They are playing soccer/GAA together anyway!** That may be the case for some of the pupils, but our procedures are governed by Dept. of Education guidelines, which state that every effort must be made to limit the amount of contact between “bubbles”. We do not adhere to the guidelines of other sporting /social organisations.

**Will teachers talk to the children about Covid 19?** Yes, from day one we will be re-teaching cough etiquette, hand hygiene, reinforcing the idea of social distancing/reduced physical contact, and chatting (in an age appropriate way) about Covid 19. The aim will be on reassurance and promoting calmness and safety.

**Will the children wear their uniform?** Yes, it is business as normal in relation to uniform. There is no guidance from the Department of Education or HSPC to the contrary.

**Will after school activities be taking place?** This matter is still under review.

**Will the school be cleaned each day?** Yes, and all staff will monitor their rooms to ensure safe practices are applied.

**What will be the most difficult issue for schools and parents?** When children display symptoms of Covid 19. We will have to ring you and you will have to come and collect your child immediately. Your child will have to be brought to the isolation area. These are the government guidelines.

We are not qualified to make a distinction between Covid 19 symptoms and symptoms of other illnesses. Be prepared. Make arrangements for your child to be collected in the event of a phone call.

**Will this document be updated?** Almost definitely. It is an evolving situation and we will most likely have to change elements of it when we observe it in practice. We will be reviewing our procedures constantly. We will also be in contact with you closer to the return to school date with more information.