**Underlying Principles**

* The school has a responsibility to ensure the health, safety, 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.
* It is not possible to eliminate the risk of infection completely. 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**

* Coiscéimeanna will operate as a bubble. The Sunshine class and Rainbow class will each be a separate pod.
* All children from Coiscéimeanna will arrive to school at 9.10.
* Hand sanitiser will be available at all entry/exit points and in both classrooms.
* Washing of hands will be put on each child’s schedule throughout the day to ensure for correct hygiene etiquette.

**Arrival at school**

* All children will from Coiscéimeanna will arrive at 9.10, either by bus or by car.
* They will be met by Sean, Ali and SNAs.
* They will be brought around the Coiscéimeanna yard and through the side entrance to Coiscéimeanna.
* No adults, other than staff members, should enter the building.
* Messages for teachers can be sent via email, Aladdin Connect or by phoning the school office.

**End of School Day**

* Adults in cars and buses collecting children at 1.50 should wait in their cars and children will be brought out to them from the side entrance of Coiscéimeanna.
* Adults in cars and buses collecting children at 2.50 should wait in their cars and children will be brought out to them from the side entrance of Coiscéimeanna.

**Collection of Children during the School Day**

If an adult must collect a child during 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 to the Coisceimeanna exit.
* The staff member will inform Bernie the child has left, and Bernie will sign the pupil out.
* No adult should enter the school building, unless invited to do so

# 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 which will be implemented:

* Parents/guardians will be contacted immediately
* The child will be accompanied to the designated isolation area- the foyer in Coiscéimeanna between the entrance door and the door to inside.
* The child will be encouraged to wear a mask if able. A staff member will stay in the room also wearing a mask and keeping 2 metres distance.
* An assessment will be made as to whether the child who is displaying symptoms can immediately be brought home by parents, who will 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 will 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.
* Confidentiality will always be maintained

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
* 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 anywhere outside the “green zone” and must self-isolate for a period of 14 days
* 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, the class teacher (and/or the special education teacher, where relevant) will suggest and share with parents, activities to support the child’s learning at home.

**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 following steps will be taken:

* The parents of all children in the class will be notified
* Confidentiality will always be maintained
* Public health advice will be sought and followed

**Personal Equipment**

* Each child will have their own individual labelled box holding pencils, colours, rubber, Pritt Stick, scissors, paintbrush, and any other resources they may need for learning with their teacher, SNA or at their workstation.
* Each child will have their own individual workstation. On each workstation there will be a box containing disinfectant spray and wipes. Each child will be taught and encouraged to wipe down their own station after each use.
* Each child will have their own labelled box containing the equipment needed for sensory play (rice, sand etc).
* Each child will be allocated a colour. This colour will be on the back of all the PECS symbols that they use for their schedules. They will only use their own symbols daily.
* All children should bring labelled hand sanitiser and a clean hand towel to school each day for the drying of hands after handwashing

**Shared Equipment**

By necessity, some classroom equipment needs to be shared. Each class will have a large plastic box. Once a resource has been used for a lesson and finished with, it will be placed in this box. At the end of the day everything is this box will be sanitised.

**Yards:**

All children in Coiscéimeanna will use the Coiscéimeanna yard.

**Yards will be supervised by class teachers, special education teachers (SET) and SNA’s working within those bubbles.**

**Personal Protective Equipment: PPE**

PPE will be worn by staff to minimise risk; face masks and visors have been provided for each member of staff. Staff who are attending to particular care needs or who are administering first aid will wear appropriate PPE including gloves and face masks/visors.

**Teacher Absence and Substitution**

In the event that a 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, or a special education teacher who work within that class bubble are not available, it is not appropriate for the class to be divided into groups and accommodated in other classes. In such circumstances, it may not be possible for the class to attend school on that day. If this is the case, as much notice as possible will be given to parents.