

COVID-19 Response Plan for the safe and sustainable reopening of St. Aidan's N.S. (updated 24th February 2021)



Please note: amended content is highlighted in green throughout the document. All other content forms part of the original Covid Response Plan as of 7th August 2021

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This is a living document and may be reviewed and amended to take into account new guidance from www.Gov.ie, www.dbei.ie, www.hse.ie, www.hpsc.ie, www.hsa.ie; www.education.ie or agreements with education partners as appropriate for primary and special schools.

Appendices

Appendix 1 St. Aidan's N.S. COVID-19 School Policy Statement

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1. Introduction

As we look forward to re-opening our school on 31st August we need to be aware that there will be challenges ahead. Our school will operate under new norms. As a school community we will have to adapt quickly to new and revised practices and procedures many of which are detailed in this plan. The Health, Safety and Well-being of all members of our school community is of paramount importance to us all.

Procedures have been put in place in line with HSE and Department of Education and Skills advice and guidance as outlined in the COVID-19 Response Plan for the safe and sustainable reopening of Primary and Special Schools.

All members of the school community, irrespective of circumstance, are expected to adhere fully to the procedures put in place in an attempt to minimize the risk posed by Covid-19. It is critical that staff, pupils, parents and visitors are aware of, and adhere to, the control measures outlined and that they fully cooperate with all health and safety requirements.

Each and every individual must play their part. We all have an obligation to do what we can to ensure the safety of our school community. Breaches of procedure by any individual will not be tolerated. Covid-19 poses a serious risk to us all. We need to work together to minimize the risk to all and to ensure that St. Aidan's can reopen and remain open in a safe way.

2. Aims:

The purpose of this document is to provide clear and helpful guidance for the safe operation through the prevention, early detection and control of COVID-19 in St. Aidan's N.S. It provides key messages to minimise the risk of COVID-19 for staff, pupils, families and the wider community while recognising the importance of education for the health and wellbeing of pupils and society as a whole.

Through the implementation of the practices and procedures as outlined in this policy our school community aims to:

- Do everything practical to avoid the introduction of COVID-19 into our school
- Reduce the likelihood of the spread of Covid-19, insofar as possible, within our school if introduced.
- Detail for all members of our school community how our school will reopen for all students from the 31st of August and what the operation of our school will look like so as to be sustainable in a COVID-19 context.
- Balance the need for a practical and sensible level of caution with the need to provide a supportive environment for teaching and learning.

This document focuses on the practical steps which have been taken in St. Aidan's N.S. to minimise the risk of the introduction of infection into the school while recognising that no interpersonal activity is without risk of transmission of infection at any time.

One of the key challenges is to balance the need for a practical and sensible level of caution with the need to provide a supportive environment for teaching and learning. This document identifies the steps St. Aidan's N.S. have taken and will take to do everything practical to avoid the introduction of COVID-19 into the school and the steps that can be taken to reduce the likelihood of the spread within the school itself.

2) What is a COVID-19 Response Plan?

A Covid-19 Response Plan is designed to support the staff and Board of Management (BOM) of St. Aidan's N.S. in putting measures in place that aim to prevent the spread of Covid-19 in the school environment.

It is important that the resumption of school-based teaching and learning and the reopening of school facilities complies with the public health advice and guidance documents prepared by the Department. Doing so minimises the risk to pupils, staff and others. The response plan supports the sustainable reopening of St. Aidan's N.S. where the overriding objective is to protect the health of staff and pupils while promoting the educational and development needs of the pupils in the school.

The COVID-19 response plan is a living document and will be updated in line with the public health advice as appropriate for primary schools.

In line with the Return to Work Safely Protocol, the key to a safe and sustainable return to work, and reopening of schools requires strong communication and a shared collaborative approach between the BOM, staff, pupils and parents.

The assistance and cooperation of all staff, pupils, parents, contractors and visitors is critical to the success of the plan.

As a school community we must do everything practical to avoid the introduction of COVID-19 into our school. If infection is not introduced it cannot be spread. The risk of spreading the infection once introduced exists in all interpersonal interactions; student-student, teacher-teacher and teacher-student and must be managed in all settings.

A range of essential control measures have been implemented to reduce the risk of the spread of the Covid-19 virus and to protect the safety, health and welfare of staff, pupils, parents and visitors, as far as possible, within the school environment. These control measures shall continue to be reviewed and updated as required on an on-going basis.

It is critical that staff, pupils, parents and visitors are aware of, and adhere to, the control

and adhere to, the control measures outlined and that they fully cooperate with all health and safety requirements.

Travel from abroad: Reminder to anyone attending school who has travelled abroad: Government policy, which is based on official public health advice, continues to advise against non-essential travel overseas for everyone.

It is a requirement for anyone coming into Ireland, from locations other than those with a rating of 'normal precautions' ("green"), to restrict their movements for 14 days, and this includes school staff, parents and children or other students coming from abroad to attend school in Ireland. Restricting your movements means staying indoors in one location and avoiding contact with other people and social situations as much as possible.

3) St. Aidan's COVID-19 Policy

A COVID-19 policy outlines the commitment of the school to implement the plan and help prevent the spread of the virus. The policy will be signed and dated by the chairperson and principal of the BOM and brought to the attention of the staff, pupils, parents and others.

4) Planning and Preparing for Return to School

The BOM of St. Aidan's N.S. aims to facilitate the resumption of school based teaching and learning and the return to the workplace of staff. The return to the workplace must be done safely and in strict adherence to the public health advice and any guidance issued by the Department of Education. Details for the safe reopening of the school facility and the applicable controls are outlined in this document.

Before reopening our school on 31st August 2020 St. Aidan's N.S. will have processes in place to include the following:

- Arrangements to keep up to date with public health advice, changes to any Government plans for the safe reopening of society and Department of Education updates;
- Arrangements to pass on this information in a timely manner to staff, pupils, parents and others as required;
- Ensured that staff have reviewed the training materials provided by the Department of Education
- Provided staff with access to the Return to Work (RTW) form
- Identified a Lead Worker representative
- Displayed posters and other signage to prevent introduction and spread of COVID-19
- Made the necessary changes to the school or classroom layout if necessary to support the redesign of classrooms to support physical distancing of 1m as advised , 2m between adults
- Removed unnecessary clutter to facilitate ongoing cleaning of the school taking into account the importance of having educational materials to create a stimulating learning environment;
- Updated the health and safety risk assessment
- Made necessary arrangements to limit access to the school to necessary visitors and maintain records of contacts to the school

The Board of Management of St. Aidan's N.S. will review the school building prior to opening and ensure that

- the water system is flushed at outlets following low usage to prevent Legionella disease;
- Have bin collections and other essential services resumed.

4.1) Induction Training

All of St. Aidan's N.S. will undertake and complete Covid-19 Induction Training prior to returning to 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.

If a staff member is unsure about any aspect of the Covid-19 Response Plan, the associated control measures, or his/her duties, he/she will be advised that they should immediately seek guidance from the Principal, who is supported in this role by the BOM of St. Aidan's N.S

It is the BOM of St. Aidan's understanding that a national information campaign to support parents and pupils will happen in advance of schools reopening on issues such as COVID-19 awareness and to help minimise the risk of introduction and spread of the virus in schools.

4.2) Procedure for Returning to Work (RTW)

Before returning to school on 1st August 2021, all staff will complete a **Return to Work (RTW)** form, which will be circulated by the Principal.

The RTW form will be completed and returned **3 days** before returning to work.

Staff will be asked to confirm that the details in the pre-return to work form remain unchanged following subsequent periods of closure such as school holidays (e.g. Easter)

The principal will also provide details of the **Induction Training** for completion by all staff and details of any additional health and safety measures in place in the school to facilitate staff member's return to the school. Pupils will be required by way of signature to confirm that they have engaged with the induction training.

Some of St. Aidan's school staff that will be unable to return to school. Current public health guidelines have identified these people as being in groups who are defined as being at **very high risk**.

People at very high risk (extremely vulnerable):

The list of people in very high risk groups include people who:

- are over 70 years of age - even if fit and well
- have had an organ transplant
- are undergoing active chemotherapy for cancer
- are having radical radiotherapy for lung cancer
- have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment
- are having immunotherapy or other continuing antibody treatments for cancer
- are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors
- have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs
- have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD

- have a condition that means they have a very high risk of getting infections (such as SCID, homozygous sickle cell)
- are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)
- have a serious heart condition and are pregnant

The advice for this group is available from the HSE and will be adhered to by St. Aidan's BOM who are responsible for employees in St. Aidan's N.S. Details of the arrangements that will apply for these staff will be communicated to them once guidance is issued to school management which we believe will be following consultation between the Department of Education with management bodies and unions. Once a circular pertaining to same is issued the BOM of St. Aidan's N.S will implement and adhere to the circular in full.

4.3) Lead Worker Representative

The Protocol provides for the appointment of a Lead Worker Representative (LWR) in each workplace. **The LWR appointed in St. Aidan's N.S. is Ms. Noreen Moloney.** The LWR will work in collaboration with the employer to assist in the implementation of measures to prevent the spread of COVID -19 and monitor adherence to those measures and to be involved in communicating the health advice around COVID-19 in the workplace.

This section sets out how the provisions will operate in St. Aidan's N.S. Responsibility for the development and implementation of the Covid-19 Response Plan and the associated control measures lies primarily with the Board of Management of St. Aidan's N.S.

It is recognised that strong communication and a shared collaborative approach is key to protecting against the spread of COVID-19 in schools, and looking after the health, safety and wellbeing of staff and students.

If a staff member has any concerns or observations in relation to the Covid-19 Response Plan, control measures or the adherence to such measures by staff, pupils or others he/she should contact the lead worker, Ms. Noreen Moloney, who will engage with the principal and BOM.

Role of the Lead Worker Representative

In summary, the role of the LWR is to:

- Represent all staff in the workplace regardless of role, and be aware of specific issues that may arise in respect of different staff cohorts;
- Work collaboratively with school management to ensure, so far as is reasonably practicable, the safety, health and welfare of employees in relation to COVID-19;
- Keep up to date with the latest COVID-19 public health advice;
- In conjunction with school management, promote good hygiene practices such as washing hands regularly and maintaining good respiratory etiquette along with maintaining social distancing in accordance with public health advice;
- Assist school management with the implementation of measures to suppress COVID-19 in the workplace in line with the Return to Work Safely Protocol and current public health advice;
- In conjunction with school management, monitor adherence to measures put in place to prevent the spread of COVID-19;
- Conduct regular reviews of safety measures;
- Report any issues of concern immediately to school management and keep records of such issues and actions taken to rectify them;
- Consult with the school management on the school's COVID-19 Response Plan in the event of someone developing COVID-19 while in school including the location of an isolation area and a safe route to that area;
- Following any incident, assess with the school management any follow up action that is required;
- Consult with colleagues on matters relating to COVID-19 in the workplace;
- Make representations to school management on behalf of their colleagues on matters relating to COVID-19 in the workplace.

St. Aidan's N.S. have appointed Ms. Noreen Moloney as Lead Worker Representative.

As St. Aidan's is a school with less than 30 staff, a Deputy Lead Worker Representative has also been appointed in addition to the LWR. The Deputy Lead Worker appointed is Ms. Marian Clancy. The role of the Deputy LWR will be to deputise as LWR where the LWR is absent.

<i>Name(s) of lead worker representative:</i>	<i>Contact details:</i>
Noreen Moloney	061 363147

All staff, pupils, parents, contractors and visitors have a responsibility both as individuals and collectively to have due regard for their own health and safety and that of others and to assist with the implementation of the Covid-19 Response Plan and associated control measures.

4.4) Signage

St. Aidan's N.S will display signage outlining the signs and symptoms of COVID-19 along with signage to support good hand and respiratory hygiene. St. Aidan's will display any and all signage provided by the Department of Education along with visual, child-friendly signage as created and provided by local companies Zimmer Biomet and EI Electronics as part of their efforts to support local schools.

Signage will be displayed in prominent areas such as entrance and exit doors, secretary's office, staffroom area, all classrooms and toilets.

4.5) Making Changes to School Layout

Maintaining physical distancing in the school environment is recommended as one of the key control measures to minimize the risk of the introduction and spread of COVID-19. St. Aidan's have reconfigured classrooms and other areas as necessary to support physical distancing in line with the guidance in advance of school reopening. St. Aidan's, supported by EI Electronics, will have Perspex screening on all teachers desks, staff room tables and on desks of our most vulnerable pupils health wise as defined by HSE.

Please note: official guidance stipulates a requirement of 1m social distancing in classes from 3rd – 6th where possible. Social distancing in classes from Juniors – Second is not a requirement. Adults are required to be 2m apart where possible. When and if that is not possible facial coverings will be worn.

4.6) Health and Safety Risk Assessment

COVID-19 represents a hazard in the context of health and safety in the school environment. St. Aidan's N.S. have carried out a risk assessment to identify the control measures required to mitigate the risk of COVID-19 in school.

St. Aidan's N.S are currently reviewing their emergency procedures involving, fire safety, first aid, accidents and dangerous occurrences to consider any new risks that arise due to the school's COVID-19 Response Plan. Any changes to the school's existing emergency procedures will be documented and incorporated into the school's safety statement.

St. Aidan's N.S. will also review their existing risk assessments to consider any new risks that arise due to the school's COVID-19 Response Plan. Any changes to the school's current risk assessments will be documented and incorporated into the school safety statement.

First Aid/Emergency Procedure

The standard First Aid/emergency procedure shall continue to apply in St. Aidan's N.S.

4.7) Access to School and Contact Log

Access to St. Aidan's school building will be in line with agreed school procedures. Arrangements for necessary visitors such as contractors and parents will be restricted to essential purposes and limited to those who have obtained prior approval from the principal.

It is recognised that the Department of Education Inspectorate may also need to visit schools and centres for education to support them as appropriate in the implementation of public health advice relating to creating a safe learning and working environment for all.

The prompt identification and isolation of potentially infectious individuals is a crucial step in restricting the spread of the virus and protecting the health and safety of the individuals themselves and other staff, contractors and visitors at the workplace. A detailed contact tracing log of those entering the school facilities will be maintained. The contact tracing log is located immediately inside the front door of the school. St. Aidan's N.S will maintain a log of staff and pupil contacts but it is important to note that the onus is on parents and staff to update their contact details as necessary.

All school records and data will be maintained and processed in compliance with the GDPR and the Data Protection Acts. The BOM of St. Aidan's recognises that responsibility for compliance with the legislation rests with each school in their role as data controller.

5) Control Measures - To prevent Introduction and Spread of COVID-19 in St. Aidan's N.S.

One of the key messages to manage the risks of COVID-19 is to do everything practical to avoid the introduction of COVID-19 into the school. If infection is not introduced it cannot be spread. The risk of spreading the infection once introduced exists in all interpersonal interactions; student-student, teacher-teacher and teacher-student and must be managed in all settings.

A range of essential control measures have been implemented to reduce the risk of the spread of Covid-19 virus and to protect the safety, health and welfare of staff, pupils, parents and visitors as far as possible within the school. The control measures shall continue to be reviewed and updated as required on an ongoing basis.

It is critical that staff, pupils, parents and visitors are aware of, and adhere to, the control measures outlined and that they fully cooperate with all health and safety requirements.

Staff should note that they have a legal obligation under Section 13 of the Safety, Health and Welfare at Work Act 2005 to comply with health and safety requirements and to take reasonable care for the health and safety of themselves, their colleagues and other parties within the workplace.

Staff and pupils will be advised to self-isolate or restrict their movements at home if they display any signs or symptoms of COVID-19 and contact their family doctor to arrange a test. Staff and pupils will be advised not to return to or attend school in the event of the following:

- if they are identified by the HSE as a close contact of a confirmed case of COVID-19
- if they live with someone who has symptoms of the virus
- If they have travelled outside of Ireland; in such instances staff are advised to consult and follow latest Government advice in relation to foreign travel.
- staff and pupils will be advised to cooperate with any public health officials and the school for contact tracing purposes and follow any public health advice in the event of a case or outbreak in the school;

St. Aidan's will seek to minimise the Risk of Introduction of COVID-19 into the school by:

5.1 Promoting awareness of COVID-19 Symptoms

- All members of our school community will actively promote awareness of COVID-19 symptoms.
- Signage informing members of the school community of the symptoms of Covid-19 and the need for social distancing are displayed at all access points to the school. A

large visual, child -friendly sign provided by local company Zimmer has been displayed outside the building with smaller classroom signs installed in every classroom.

- All members of the school community will embed in pupils the need for appropriate respiratory hygiene and hand hygiene.

5.2 Attendance at school:

- Members of the school community who display symptoms of Covid-19 **MUST NOT ATTEND** or **VISIT OUR SCHOOL** and should immediately phone their doctor and follow HSE guidance on self-isolation;
- Members of the school community **MUST NOT ATTEND OR VISIT OUR SCHOOL** if they have been identified by the HSE as a contact for person with COVID-19 and must follow the HSE advice on restriction of movement;
- Staff and pupils that develop symptoms at school must promptly bring this fact to the attention of the Principal, Deputy Principal, as appropriate.
- Staff and pupils must know the protocol for managing a suspected case of COVID-19 in school as detailed in Section 8 of the DES Guidelines.
- Everyone entering the school building must perform hand hygiene using hand sanitiser provided at each entrance.
- Visits to the school by all persons other than staff and pupils will be by appointment only. Appointments must be arranged in advance through the school office, by phone on 061 363147 or by email at staidansns@hotmail.com. Alternatively, an appointment can be set up directly with the class teacher via Aladdin. The only entry to the school for adults is through the main door beside the secretary's office where you must ring the bell for access.
- Each visitor to the school will be required to complete a Contact Tracing Log irrespective of the duration of the visit.
- Each visitor to the school will be required to wear a face covering irrespective of the duration of the visit.

- The only exceptions to this are:
 - On Thursday 27th August the new Junior Infants have been given an allocated time to visit their classroom and meet their new teacher with **one** parent accompanying them
 - In the case of pupils with additional educational needs to an extent that the school advises the pupil be accompanied, ONE parent/designated person can accompany pupils in these instances for assembly and dismissal. Parents/designated persons MUST practice physical distancing of 2m.
 - Physical distancing of 2m should be maintained between staff and all visitors to the school.
 - Physical distancing of 2m should be maintained between all adults when on school grounds.

- Advising staff and pupils that have symptoms not to attend school, to phone their doctor and to follow HSE guidance on self-isolation;
- Advising staff and pupils not to attend school if they have been identified by the HSE as a contact for person with COVID-19 and to follow the HSE advice on restriction of movement;
- Advising staff and pupils that develop symptoms at school to bring this to the attention of the Principal promptly;
- Ensuring that staff and pupils know the protocol for managing a suspected case of COVID-19 in school
- Everyone entering the school building needs to perform hand hygiene with a hand sanitiser;
- Visitors to the school during the day should be by prior arrangement and should be received at a specific contact point;

5.1) Know the Symptoms of COVID-19

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

5.2) Respiratory Hygiene

All members of our school community **MUST** practice and actively promote good respiratory hygiene at home and at school as this will help protect people around us from viruses such as flu and Covid-19.

Good respiratory hygiene entails:

- Covering your mouth and nose with a tissue or your bent elbow when you cough or sneeze.
- Disposing of the used tissue immediately and safely into a nearby bin.
- Pedal bins have been purchased for all rooms/toilets. These bins will be emptied at regular intervals throughout the day.

5.3) Hand Hygiene

Staff and pupils should understand why hand hygiene is important as well as when and how to wash their hands. St. Aidan's will promote good hygiene and display posters throughout the schools on how to wash your hands and will encourage all to follow the HSE guidelines on handwashing: <https://www2.hse.ie/wellbeing/how-to-wash-your-hands.html>

- St. Aidan's recognise that hand hygiene can be achieved by hand washing or use of a hand sanitiser (when hands look clean).
- Use of hand hygiene facilities including wash hand basins will be managed so as to avoid congregation of people waiting to use wash hand basins and hand sanitisers.
- There is a requirement for access to hand washing facilities after activities that are likely to soil hands, for example playing outside or certain sporting activities as hand sanitiser does not work on dirty hands.
- Hand sanitiser dispensers have been deployed at 35 locations throughout the school e.g. exit and entry points and classrooms and care will be taken to clean up any hand sanitiser spills to prevent risks of falls.
- St. Aidan's recognise that warm water is preferable to hot or cold water for hand washing and have invested heavily to have hot water supplied to all wash hand basins in the school.
- Wash hand basins, running water, liquid soap and hand drying facilities will be provided in all toilets, kitchens and any food preparation areas.
- Hand washing facilities will be maintained in good condition and supplies of soap and towels will be topped up regularly to encourage everyone to use them.
- Posters displaying hand washing techniques and promoting hand washing have been placed on walls adjacent to washing facilities
- Hand sanitiser will be encouraged for hand hygiene except when hands are visibly soiled
- Evidence of effectiveness is best for alcohol based hand rubs therefore St. Aidan's will use an alcohol based rub but have opted for an Aloe Vera based product that will be kinder to little hands
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Frequency of Hand Hygiene in St. Aidan's N.S.

Pupils and staff will perform hand hygiene:

- On arrival at school;
- Before eating or drinking;
- After using the toilet;
- After playing outdoors;
- When their hands are physically dirty;
- When they cough or sneeze.

There is a requirement for access to hand washing facilities after activities that are likely to soil hands, for example playing outside or certain sporting activities as hand sanitiser does not work on dirty hands

Alcohol-based sanitiser will not be stored or used near heat or naked flame

5.4) Physical Distancing

Physical distancing will be applied in St. Aidan's N.S. allowing for some flexibility when needed. Physical distancing will be applied in a practical way to recognise that the learning environment cannot be dominated by a potentially counterproductive focus on this issue. Physical distancing will look different across the various ages and stages of learning. Care will be taken to avoid generating tension or potential conflict and some flexibility in the implementation of measures may be required at times.

It is also recognised that it is not always possible for staff to maintain physical distance from pupils and it is not appropriate that they would always be expected to do so where this could have a detrimental impact on the pupil i.e. if a child sustains an injury and requires first aid.

However, where possible staff should maintain a minimum of 1m distance and where possible 2m. They should also take measures to avoid close contact at face to face level such as remaining standing rather than sitting beside/crouching down.

Physical distancing falls into two categories:

- Increasing separation
- Decreasing interaction

Our school community is committed to the two principles of physical distancing, namely, increasing separation and decreasing interaction, as a means of minimising the risk of the introduction of Covid-19 to our school

Increasing separation

St. Aidan's N.S. with the support of BOM , staff and parents have used an optimal layout to increase separation to the greatest degree possible.

To maintain physical distancing in the classroom, St. Aidan's N.S have

1. Reconfigured class spaces to maximise physical distancing
2. Utilised and reconfigured all available space in the school in order to maximise physical distancing

To support the implementation of physical distancing in the classroom, in accordance with the public health advice, every effort has been made to ensure

- **Rooms are clear of any unnecessary furniture/shelves etc. on the walls**
- **The teacher's desk is at least 1m and where possible 2m away from pupil desks.**

In order to minimise contact between pupils, insofar as possible, the school will operate the following procedures for arrival, dismissal, movement through the school and break times.

Arrival: pupils will enter the school grounds as much as is practicable themselves and go straight to their classrooms via the following doors:

NOTE: Pupils will not go to the yard in the morning for the duration of COVID-19 restrictions

Class	Entry /Exit Door
Junior Infants	Red Side Door (end of building)
Senior Infants	Main Front Door
First Class	Side Door nearest Astro Turf
Second Class	Hall Door (Back of Building)
Third Class	Hall Door (Back of Building)
Fourth Class	Side Door nearest Astro Turf
Fifth Class	Fire Exit Door (at back of classroom)
Sixth Class	Fire Exit Door (at back of classroom)

Please note that pupils are asked not to arrive on school grounds before 8.45a.m. as the school will NOT be open until 8.45a.m. – entry cannot be gained until 8.45a.m

MORNING SUPERVISION

From 31st August all mainstream class teachers and SNAs go straight to their class in the morning by 8.45a.m. SETS and principal assist with directing pupils via agreed pathways to their classrooms after that a roster of staff will be organised for each morning (3 per morning) to supervise classes. All classes from 1st – 6th will finish at 2.40p.m. Pupils will exit via the door they entered.

Decreasing interaction

The extent to which decreasing interaction has been implemented is based on the school setting and a common-sense approach to recognising the limits to which this can be achieved between pupils.

In St. Aidan's a great deal of work has gone into ensuring a distance of 1m between desks / pods. The position of the chair when child is sitting on it has also been factored in to allow an added distance of 0.25 when chairs are back to back.

It is recognised that younger children are unlikely to maintain physical distancing indoors. Therefore, as set out by the Department of Education, achieving this recommendation in the first four years of primary school (Junior Infants – Second Class) is not a pre-requisite to reopening school for all pupils.

It is recognised that the risk of infection may be reduced by structuring pupils and their teachers into Class Bubbles (i.e. a class grouping which stays apart from other classes as much as possible) and discrete groups or "Pods" within those class bubbles, to the extent that this is practical. St. Aidan's have adopted the idea of Bubbles (Class) and Pods (Groups) (maximum six pupils per group).

In St. Aidan's there is at least (1m distance) between each individual Pod within the Class Bubble. Generally speaking the objective is to limit contact and sharing of common facilities between people in different Class Bubbles (and Pods within those Class Bubbles) as much as possible, rather than to avoid all contact between Pods, as the latter will not always be possible.

The aim of the system within the school is that class grouping mix only with their own class from arrival at school in the morning until departure at the end of the school day. The Pods within those Class Bubbles is an additional measure, to limit the extent of close contact within the Class Bubble. Please note however, that Class Bubbles will play as a class at break times and will not be restricted to pods.

Pod Formation:

Class teachers will assign the pupils to the particular Pods having consulted with the previous class teacher, Principal and SET teachers where they have been involved with children. Pods will be created taking into account learning styles, learning needs and requirements, levels of ability and requirement to keep pods together even if they are to receive learning support. School staff cannot and will not enter into consultation in this regard. Who pupils associate with outside of school cannot have a bearing on grouping of Pods. The grouping of pods will be quite a logistic, tailored process with due regard for the needs of each individual, particularly where groups require learning support as offered by SET.

Pod sizes in St. Aidan's will have as a maximum six children. Pods will be kept as small as is likely to be reasonably practical in the specific classroom context. To the greatest extent possible, pupils and teaching staff will consistently be in the same Class Bubbles although this will not be possible at all times.

Class Bubble (breakdown): note Principal, secretary and cleaner are common to all

Junior Infants – Ms. O' Meara, Ms. Moloney (SET), Joanne (SNA)

Junior Infants – Ms. Rogers, Ms. Garry (SET), Ms. Barrett (SET), Marie (SNA)

Senior Infants – Ms. Gallery, Ms. Garry (SET), Ms. Barrett (SET), Joanne (SNA)

Senior Infants – Ms. Collins, Ms. Garry (SET), Ms. Barrett (SET), Shirley (SNA)

First Class – Ms. Hogan, Ms. Moloney (SET), Marie (SNA), Liz/Elaine (SNA)

Second Class – Ms. Scanlon, Ms. Liddy (SET), Ms. Hayes (SET), Michelle (SNA)

Third Class – Ms. Falvey, Ms. Moloney (SET), Michelle (SNA)

Fourth Class – Ms. Ní Thuathaigh, Mr. Conlon (SET), Elaine / Liz (SNA)

Fifth Class – Ms. Adams, Mr. Conlon (SET)

Sixth Class – Ms. Collins, Ms. Liddy (SET) , Ms. Hayes (SET)

In St. Aidan's different Class Bubbles will have separate breaks and separate areas on yard. We have changed our break-times from 10min (sós) and 30 min (lón) to 20min (sós) and 20min (lón). This will eliminate the possibility of adults within the school being in direct contact with each other during lunch time for any longer than the recommended 15mins.

The following will be the new break times in St. Aidan's N.S. with each 'Bubble' assigned a separate yard. Again please note class 'bubble' will play together as a 'bubble and will NOT be restricted to Pods outside where the risk of spread of Covid is vastly reduced.

Please note: Yards in which pupils play will be rotated

<i>Time</i>	<i>Class</i>	<i>Yard</i>
<i>10.30-10.50</i>	<i>Junior Infants</i>	<i>Soft Play Area</i>
	<i>Junior Infants</i>	<i>One half of main yard</i>
	<i>Senior Infants</i>	<i>One half of main yard</i>
	<i>Senior Infants</i>	<i>Astro Turf</i>

<i>Time</i>	<i>Class</i>	<i>Yard</i>
<i>10.50-11.10</i>	<i>First Class</i>	<i>Soft Play Area</i>
	<i>Second Class</i>	<i>One half of main yard</i>
	<i>Third Class</i>	<i>One half of main yard</i>
	<i>Fourth Class</i>	<i>Astro Turf</i>

<i>Time</i>	<i>Class</i>	<i>Yard</i>
<i>11.10-11.30</i>	<i>Fifth Class</i>	<i>Main yard</i>
	<i>Sixth Class</i>	<i>Astro Turf</i>

Please note: Yards in which pupils play will be rotated

<i>Time</i>	<i>Class</i>	<i>Yard</i>
<i>12.30-12.50</i>	<i>Junior Infants</i>	<i>Soft Play Area</i>
	<i>Junior Infants</i>	<i>One half of main yard</i>
	<i>Senior Infants</i>	<i>One half of main yard</i>
	<i>Senior Infants</i>	<i>Astro Turf</i>

<i>Time</i>	<i>Class</i>	<i>Yard</i>
<i>12.50-1.10</i>	<i>First Class</i>	<i>Soft Play Area</i>
	<i>Second Class</i>	<i>One half of main yard</i>
	<i>Third Class</i>	<i>One half of main yard</i>
	<i>Fourth Class</i>	<i>Astro Turf</i>

<i>Time</i>	<i>Class</i>	<i>Yard</i>
<i>1.10-1.30</i>	<i>Fifth Class</i>	<i>Main yard</i>
	<i>Sixth Class</i>	<i>Astro Turf</i>

Sharing educational material *between* Pods will be avoided / minimised where possible.

Staff members who move from class bubble to class bubble should be limited as much as possible as detailed above.

Team Teaching/Special Education Teachers/Special Needs Assistants

In keeping with our Special Education policy, 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 as far as possible, within the confines of a bubble (class).

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

Additional measures to decrease interaction in St. Aidan's will include:

Limiting interaction on arrival and departure, in hallways and other shared areas.

Arrival / Departures will operate as follows:

- Pupils should arrive to school between 8.45 am and 9.00a.m
(NO LATER / NO EARLIER)
- Pupils will enter and exit through designated doors as detailed below (NO Access to yard in mornings)
- Staff will be in classrooms at 8.45am to receive pupils
- Responsibility of parents, childminders etc to adhere to social distancing whilst on school grounds (Critical element to keeping our pupils safe). Where possible pupils should walk, cycle to school. If arriving / being collected by car adults should remain in the car where possible. NOT APPLICABLE to Junior and Seniors where parents should approach designated door to drop / collect their child whilst adhering strictly to social distancing

Class	Entry /Exit Door
Junior Infants	Red Side Door (end of building)
Senior Infants	Main Front Door
First Class	Side Door nearest Astro Turf
Second Class	Hall Door (Back of Building)
Third Class	Hall Door (Back of Building)
Fourth Class	Side Door nearest Astro Turf
Fifth Class	Fire Exit Door (at back of classroom)
Sixth Class	Fire Exit Door (at back of classroom)

- Social physical contact (hand to hand greetings, hugs) will be discouraged and reinforced using visual, child-friendly signage as displayed in all classrooms and at main entrance to school, as provided by Zimmer Biomet
- Pupils movement will be restricted within the classroom so as to keep to Pods
- Staff and pupils should avoid sharing of personal items.
- Pupils will be encouraged to avoid behaviours that involve hand to mouth contact (putting pens/pencils in the mouth).
- Where teaching and learning involves use of keyboards or tablets, the contact surface of the device will be cleaned regularly and hand hygiene encouraged.

Physical Distancing outside of the classroom and within the school

School drop off/collection

- As detailed above there will be strict arrangements for dropping off/collecting pupil. Parents and childminders are encouraged to adhere strictly to physical distancing of 2m where possible.
- Walking/cycling to school is encouraged as much as possible so as to limit number of adults on site. New bicycle rack and end of school building for Sixth Class and Junior Infant pupils
- Signage has been introduced to maintain a distance of 2m between parents and guardians and between parents and guardians and school staff. Adults will not be permitted entry to the school building except by prior appointment in necessary circumstances. The aim of any arrangements is to avoid congregation of people at the school where physical distancing may not be respected.
- Having given due consideration to staggered drop off / pick up times and practicality and feasibility of same St. Aidan's have opted not to stagger drop off/pick
- Specific points of entry and exit for each class 'Bubble' have been identified to reduce congestion and keep 'Bubbles' as separate as possible

Parental responsibilities on arrival and collection:

- Parents must arrive on time for dropping off and collecting their child – no earlier than 8.45am and no later than 9.00am
- Only parents or carers who are well and have no symptoms of COVID-19 or who have served the required quarantine time of 14 days where advised are allowed to drop off and collect children.
- Any parent who is in a high risk category should not drop off or collect children in order to protect themselves. (This of course is at the discretion of the individual parent/carer/grandparent's discretion)
- Parents **must not congregate** in groups or stand around chatting. Respect social distancing for the sake of ALL
- Under no circumstances are parents to linger outside after the child has been handed over but are to leave immediately
- The Junior and Senior infants will go home at the normal time (1.40pm with the exception of the first two weeks when they will finish at 12pm) exiting through different doors. Note Ms. Rogers Junior Infants will exit first through red door at end of building so these parents should assemble at socially distanced location along that pathway. Only when Ms. Rogers class have been collected will Ms. O' Mear's Junior Infants be allowed to leave. Parents of Senior Infants please note Ms. Gallery's Senior Infants will exit first through the main door followed by Ms. Collins' Senior Infants.
ALL ADULTS ARE EXPECTED TO ACT RESPONSIBLY AND RESPECT SOCIAL DISTANCING - do not linger
- At arrival and departure times of children, social distancing is to be maintained by children and parents
- Under no circumstances are parents and carers to gather in groups while waiting for the bell to sound please stay in your car where possible and the child should come to you
- Parents/visitors who enter the school grounds **MUST** wear a face covering

Staff

- A distance of 2m is recommended for physical distancing by staff. This is particularly relevant to distancing between adults when they are not engaged in teaching such as the staff room and arriving to work. Whilst the staffroom has been socially distanced occupancy at any one time has been reduced to six. Break times have been staggered and times changed to limit contact time where 2m distancing cannot happen.
- Where 2m cannot be maintained in staff groups, as much as distance as is possible and guidance on face covering will be observed.
- Staff meetings will be held remotely *or* in small groups *or* in large spaces to facilitate physical distancing in-line with Public Health Guidance at the time
- No hand shaking policy.
- Gathering of school staff at the beginning or end of the school day will be limited
- Where staff have to rotate between areas/classes this has been minimized as much as possible

Staffroom

- Physical distancing has been applied in St. Aidan's staffroom to the greatest extent possible
- Break times have been staggered (10.30am-10.50am, 10.50am-11.10am, 11.10am-11.30am)

Corridors

It is recognised that 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.

Yard/Supervision

- The risk of transmission from contact with outside surfaces or play areas is low.
- Break times have been adjusted to minimise crowding and overlap of 'bubbles'
- As detailed above it is not possible to maintain physical distancing when pupils in primary school play together outdoors therefore classes will play as a class rather than be restricted to pods
- Children will be encouraged to perform hand hygiene before and after outdoor

activities.

Ventilation

The Department has published guidance setting out the practical steps for good ventilation in accordance with public health advice '*Practical Steps for the Deployment of Good Ventilation Practices in Schools*' The guidance sets out an overall approach for schools that windows should be open as fully as possible when classrooms are not in use (e.g. during break-times or lunch-times (assuming not in use) and also at the end of each school day) and partially open when classrooms are in use. The guidance provides that good ventilation can be achieved in classrooms without causing discomfort, particularly during cold weather.

5.5) Use of PPE in Schools

In line with current occupational and public health guidance masks **WILL BE** required to be worn by all staff. **Medical grade masks in the EN16483 category will be provided to ALL STAFF in St. Aidan's N.S.**

St. Aidan's staff will wear face coverings (masks and / or visors). Face coverings will be required at all times but particularly when

- 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.
- 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 practice.

Masks

Pupils of St. Aidan's N.S. **will not** be required to wear face coverings as face coverings are not suitable for children under the age of 13 and anyone who:

- Has trouble breathing;
- Is unconscious or incapacitated;
- Is unable to remove it without help;
- Has special needs to who may feel upset or very uncomfortable wearing the face covering.

Gloves

The use of disposable gloves in the school may be necessary for intimate care settings and or healthcare. St. Aidan's recognises routine use of gloves does not protect the wearer and may expose others to risk from contaminated gloves. Their use will be restricted unless necessary. We also recognise that routine use of disposable gloves is not a substitute for hand hygiene.

6) Impact of COVID-19 on certain school activities

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Choir/Music Performance

Taking the advice of Department of Education and Public Health Authorities in relation to choir practices/performances and music practices/performances involving wind instruments St. Aidan's recognises that they may pose a higher level of risk and have opted not to participate in these activities as special consideration needs to be given to how they are held ensuring that the room is well-ventilated and the distance between performers is maintained.

Sport Activities

Sport can and will happen outdoors in a class 'bubble' situation . There will however be no overlap of classes, school team sports or after school sports where pupils from other classes overlap. Maintaining consistency and keeping 'bubbles' separate is key. Where equipment is shared it will be sanitized .

Shared Equipment

Toys

- All toys / equipment will be cleaned on a regular basis. This will remove dust and dirt that can harbour germs.
- Toys that are visibly dirty or contaminated will be taken out of use immediately for cleaning or disposal.
- When purchasing toys due consideration will be given to purchasing toys that are easy to clean and disinfect (when necessary).
- Soft toys and cloth toys will be taken out of circulation or machine washed if necessary
- Jigsaws, puzzles and toys that pupils use will be taken out of circulation
- Clean toys and equipment will be stored in a clean container or clean cupboard.
- At this time soft modelling materials and play dough will be for **individual** use only.

Cleaning Procedure for Toys

- Toys will be washed in warm soapy water, using a brush to get into crevices.
- Toys will be rinsed in clean water
- Toys will be thoroughly dried.
- Toys that cannot be immersed in water that is electronic or wind up will be wiped with a damp cloth and dried.
- In some situations toys/equipment may need to be disinfected following cleaning for example: toys/equipment that pupils place in their mouths or where a case of COVID-19 has been identified.
- If disinfection is required: A chlorine releasing disinfectant should be used diluted to a concentration of 1,000ppm available chlorine. The item will be rinsed and dried thoroughly.

Art – Pupils will be encouraged to have their own individual art and equipment supplies
CLEARLY LABELLED

Electronics – Shared electronic devices such as tablets, touch screens, keyboards will be cleaned between use and consideration will be given to the use of wipeable covers for electronics to facilitate cleaning.

Musical Equipment/Instruments – To the greatest extent possible, instruments will not be shared between pupils and if sharing is required, the instruments will be cleaned / sanitised between uses.

Shared Sports Equipment – Equipment sharing will be minimised and equipment shared between uses by different people will be cleaned / sanitized.

7) **Hygiene and Cleaning in Schools**

The Department of Education will provide additional funding to schools to support the enhanced cleaning required to minimise the risks of COVID-19.

The specific advice in relation to school cleaning is set out in the HPSC advice and will be covered in the induction training (under-development). This advice sets out the cleaning regime required to support schools to prevent COVID-19 infections and the enhanced cleaning required in the event of a suspected cases of COVID-19.

St. Aidan's have read and clearly understand the cleaning advice and to apply that to all areas of the school as appropriate. We will take particular care of the hygiene arrangements for hand washing and toilet facilities.

In summary, St. Aidan's will be cleaned at **throughout the day – all day**. Additional cleaning will be focused on frequently touched surfaces – door handles, hand rails, chairs/arm rests, communal eating areas, sink and toilet facilities. A cleaning schedule will be followed

and adhered to with written confirmation of cleaning done.

All staff will have access to cleaning products and will be required to maintain cleanliness of their own work area. Staff should thoroughly clean and disinfect their work area before and after use each day.

There will be regular collection of used waste disposal bags from offices and other areas within the school facility. Staff must provide, use and clean their own equipment and utensils (cup, cutlery, plate etc.). Cups and utensils have been cleared from staffroom.

Cleaning/Disinfecting rooms where a pupil/staff member with suspected COVID-19 was present

- The room will be cleaned as soon as practicably possible.
- Once the room is vacated the room will not be reused until the room has been thoroughly cleaned and disinfected and all surfaces are dry.
- Disinfection only works on things that are clean. When disinfection is required it is always as well as cleaning.
- Person assigned to cleaning should avoid touching their face while they are cleaning and should wear a plastic apron.
- The environment and furniture will be cleaned using disposable cleaning cloths and a household detergent followed by disinfection with chlorine based product (household bleach).
- Special attention will be paid to frequently touched surfaces, the back of chairs, couches, door handles and any surfaces that are visibly soiled
- Once the room has been cleaned and disinfected and all surfaces are dry, the room can be reused.
- If a pupil or staff diagnosed with COVID-19 spent time in a communal area like a canteen, play area or if they used the toilet or bathroom facilities, then the areas should be cleaned with household detergent followed by a disinfectant (as outlined in the HPSC interim health advice) as soon as is practically possible.
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8) Dealing with a Suspected Case of COVID-19

Staff or pupils should not attend school if displaying any symptoms of COVID-19. The following outlines how St. Aidan's will deal with a suspected case that may arise in school.

A designated isolation area has been identified in St. Aidan's (kitchenette in Halla). The possibility of having more than one person displaying signs of COVID-19 has been considered and a contingency plan for dealing with additional cases has been put in place.

The designated isolation area will be behind a closed door and away from other staff and pupils.

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

- If the person with the suspected case is a pupil, the parents/guardians should be contacted immediately;
- Isolate the person and have a procedure in place to accompany the individual to the designated isolation area via the isolation route, keeping at least 2m away from the symptomatic person and also making sure that others maintain a distance of at least 2m from the symptomatic person at all times;
- Staff will be reminded that according to public health advice the virus is spread by droplets and is not airborne so physical separation is enough to reduce the risk of spread to others even if they are in the same room

School staff will be encouraged to download the HSE COVID-19 tracker app to assist Public Health for contact tracing purposes both in and out of the school setting.

- If it is not possible to maintain a distance of 2m a staff member caring for a pupil should wear a face covering or mask. Gloves should not be used as the virus does not pass through skin;
- Mask will be provided for the person 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;

- Staff will assess whether the individual who is displaying symptoms can immediately be directed to go home/be brought home by parents who will call their doctor and continue self-isolation at home;
- Facilitate the person presenting with symptoms remaining in isolation if they cannot immediately go home and facilitate them calling their doctor. The individual should avoid touching people, surfaces and objects. Advice should be given to the person presenting with symptoms to cover their mouth and nose with the disposable tissue provided when they cough or sneeze and put the tissue in the waste bag provided;
- If the person is well enough to go home, arrange for them to be transported home by a family member, as soon as possible and advise them to inform their general practitioner 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, contact 999 or 112 and inform them that the sick person is a Covid-19 suspect;
- Staff will carry out an assessment of the incident which will form part of determining follow-up actions and recovery;
- Appropriate cleaning of the isolation area and work areas will be carried out
- 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.

Staff will be reminded of the duty not to return to or attend school in the event of the following:

- if they live with someone who has symptoms of the virus
- If they have travelled outside of Ireland; in such instances staff are advised to consult and follow latest Government advice in relation to foreign travel.
- cooperate with any public health personnel and their school for contact tracing purposes and follow any public health advice given in the event of a case or outbreak in their school
- Undergo any COVID-19 testing that may be required in their school as part of mass or serial testing as advised by Public Health

9) Special Educational Needs

Additional considerations for those with Special Educational Needs

For children with special educational needs (SEN) maintaining physical distancing in many instances will not be practical or appropriate to implement. The focus will therefore be on emphasising that parents/guardians should have a heightened awareness of signs, symptoms or changes in baseline which suggests illness/COVID-19 infection and where symptoms are present children should not attend school.

Similarly St. Aidan's staff will be aware of their responsibility not to attend work if they develop signs or symptoms of respiratory illness.

Hand hygiene

Children who are unable to wash their hands by themselves should will be assisted to clean their hands using soap and water or a hand sanitiser (if their hands are visibly clean) as outlined previously.

Equipment

Some children may have care needs (physical or behavioural) which requires the use of aids and appliances and/or medical equipment for example toileting aids, moving and handling equipment, respiratory equipment. Where cleaning of aids and appliances is carried out in the school a cleaning schedule will be provided, detailing when and how the equipment is cleaned and the cleaning products to be used in accordance with the manufacturers' instructions.

10) Staff Duties

St. Aidan's staff understands that they have a statutory obligation to take reasonable care for their own health and safety and that of their colleagues and other parties. The cooperation and assistance of all staff is essential to reduce the risk of spread of COVID-19 and to protect health and safety as far as possible within the school. All staff have a key role to play. In this regard and in order to facilitate a safe return to work, these duties include, but are not limited to, the following:

- Adhere to the School COVID-19 Response Plan and the control measures outlined.
- Complete the RTW form before they return to work.
- Must inform the principal if there are any other circumstances relating to COVID19, not included in the form, which may need to be disclosed to facilitate their safe return to the workplace.
- Must complete COVID-19 Induction Training and any other training required prior to their return to school.
- Must be aware of, and adhere to, good hygiene and respiratory etiquette practices.
- Coordinate and work with their colleagues to ensure that physical distancing is maintained.
- Make themselves aware of the symptoms of COVID-19 and monitor their own wellbeing.
- Self-isolate at home and contact their GP promptly for further advice if they display any symptoms of COVID-19.
- Not return to or attend school if they have symptoms of COVID-19 under any circumstances.
- If they develop any symptoms of COVID-19 whilst within the school facility, they should adhere to the procedure outlined above.
- Keep informed of the updated advice of the public health authorities and comply with same.

11) COVID-19 related Absence Management

The management of a COVID-19 related absence will be managed in line with agreed procedures with the Department of Education.

12) Employee Assistance and Wellbeing Programme

The Department recognises the need for school staff wellbeing and collective self-care. 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 St. Aidan's. 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'*.

Under the EAS, employees have a dedicated free-phone confidential helpline 1800 411 057 available 24 hours a day, 365 days a year providing advice on a range of issues such as wellbeing, legal, financial, mediation, management support etc. Where required, short-term counselling is available to employees and their families (over the age of 18 years and living at home). A bespoke wellbeing portal and app which offers access to podcasts and blogs on topics around wellbeing and mental health, family life, exercise and nutrition is also available. In addition online cognitive behavioural therapy is provided. As part of the services provided by Spectrum. Life a Mental Health Promotion Manager is available to develop and deliver evidence based mental health and wellbeing initiatives to reduce stigma and improve mental health literacy and to increase engagement with the service. They will also be providing a series of webinars and presentations to promote staff wellbeing in schools as schools reopen and during the upcoming school year.

St. Aidan's N.S.

COVID-19 Policy Statement

St. Aidan's N.S. is committed to providing a safe and healthy workplace for all our staff and a safe learning environment for all our pupils. To ensure that, we have developed the following COVID-19 Response Plan. The BOM and all school staff are responsible for the implementation of this plan and a combined effort will help contain the spread of the virus.

We will:

- continue to monitor our COVID-19 response and amend this plan in consultation with our staff
- provide up to date information to our staff and pupils on the Public Health advice issued by the HSE and Gov.ie
- display information on the signs and symptoms of COVID-19 and correct hand-washing techniques
- agree with staff, a worker representative who is easily identifiable to carry out the role outlined in this plan
- inform all staff and pupils of essential hygiene and respiratory etiquette and physical distancing requirements
- adapt the school to facilitate physical distancing as appropriate in line with the guidance and direction of the Department of Education
- keep a contact log to help with contact tracing
- ensure staff engage with the induction / familiarisation briefing provided by the Department of Education
- implement the agreed procedures to be followed in the event of someone showing symptoms of COVID-19 while at school
- provide instructions for staff and pupils to follow if they develop signs and symptoms of COVID-19 during school time implement cleaning in line with Department of Education advice

All school staff will be consulted on an ongoing basis and feedback is encouraged on any concerns, issues or suggestions.

This can be done through the Lead Worker Representative **Ms. Noreen Moloney**, who will be supported in line with the agreement between the Department and education partners.

Signed: Críona Horgan (Chairperson BOM)

updated

Date: 7th August 2020

24th February 2021

Additional Logistics and Decisions taken by St. Aidan's N.S.

- Uniforms – pupils will wear school uniform which should be cleaned regularly and rotated with tracksuit as necessary
- Homework will not be given in the initial weeks but will be reviewed monthly
- Posts of responsibility usually assigned to sixth class pupils will be relinquished (Minding, bins etc)
- After-school activities will not take place so as to preserve as much as possible the concept of 'Bubbles' and 'Pods'. As a result there will be no homework club , hip-hop, French, drama etc.
- Music Generation is scheduled to take place later in the school year as 'bubbles' will not have to mix. Decision to go ahead will be based on public health advice at the time
- Pupils will bring their school bags with all their belongings on the first day of school clearly labelled. Schoolbags and coats will be placed on the back of each pupils chair so as to minimize the risk of spread of Covid
- Lunch box and drink should be brought daily and should be thoroughly washed each day
- Pupils should not bring anything other than lunch and drink to school each day unless advised otherwise e.g. no toys, phones etc