

# Ramsgrange Central N.S.

Ramsgrange, New Ross  
051-389363

School e-mail: ramsgrangens@hotmail.com

Principal's e-mail: ramsgrangens@live.ie

Website: ramsgrangens.com Twitter: @RamsgrangeNS

Registered Charity No. 20138608

**"Educating for Enrichment and Enjoyment"**.

**"Oiliúint chun tairbhe agus taitneamh a bhaint as an saol"**

## **Return to School Information Sheet for Parents**

**Please remember to follow protocol and procedure if your child or another household member is displaying symptoms of COVID19.**

The Board of Management and the School Leadership Team have been working to ensure a safe return to school for all pupils and staff. Our current plans are subject to change based on the evolving needs of the school. Working together we hope to be able to progress the reopening in as safe a manner as possible for all. All procedures and protocols were drawn up in accordance with Department of Education and H.S.E. guidelines.

We would ask all parents to familiarise themselves with the following drop-off and collection routines for the safe delivery and collection of pupils from school. Please be patient as we endeavour to embed these necessary precautionary and protective practices.

At all times, it is imperative that;

- adults do not come within 2m of each other
- parents do not try to have meetings with members of staff at drop-off and collection times. Meetings between parents and teachers can only take place by prior arrangement. This may have to be more restrictive depending on guidance. It is quite possible that the recommendation will be for remote meetings/telephonic communications.
- all parents adhere to the drop-off and collection plans as outlined below
- parents do not come inside the school gate or near the school building.

### **School Times:**

We will continue to operate during normal school hours. Children must not enter the school grounds until 9.10am. Drop off and collection times will vary slightly to ensure social distancing can be maintained.

### **School Drop off:**

All the children will enter and leave the building through their own classroom doors.

Unfortunately, it will not be possible for parents/guardians to come onto the school grounds before/after school. Adults should remain in their cars after drop-off.

To minimise the risks, and to help us to maintain social distancing, the children may not come onto the school grounds before **9.10am**.

Junior and Senior Infants will have 'footprints' to stand on inside the school gate. This way, they are still visible to parents/guardians while they wait for the teacher to collect them. They may also wait in their cars until the teacher arrives to accompany them into the building.

Children from 1<sup>st</sup>-6th Class will line up outside their classrooms on a designated circle. These are spaced 1 metre apart.

To ensure social distancing, children from 1<sup>st</sup> to 6<sup>th</sup> class can be dropped at the school from **9.10am – 9.25am**. It is important that all parents do not arrive at the same time. The roll will not be taken until after 9.40am when formal instruction will begin.

#### **School Collection:**

Junior Infants will finish school at **12.00pm** for the first 10 days of school (Monday, August 31<sup>st</sup> – Friday, September 11<sup>th</sup>).

From Monday, September 14<sup>th</sup>, Junior Infants will finish school at **2.00pm**.

#### **2pm collection (Junior and Senior Infants)-**

Parents are asked to wait and socially distance outside the gate. Your child will be accompanied by their teacher to their 'footprint' at the gate.

#### **2.55pm & 3pm collection (1<sup>st</sup> class-6th class)**

1<sup>st</sup> – 3<sup>rd</sup> class will be released from their classrooms at **2.55pm** to ensure adequate social distancing for adults and pupils. Their teacher will walk them out to the gate.

4<sup>th</sup> – 6<sup>th</sup> class will be released from their classrooms at **3pm** to ensure adequate social distancing for adults and pupils. Their teacher will walk them out to the gate.

We ask that parents/guardians remain in their cars if at all possible and to follow proper social distancing protocol if not. Face Covering/Mask must also be worn.

**This system will apply rain, hail or shine so please make sure that your child comes to school prepared for the weather!**

#### **Classroom Layout:**

We are fortunate that our classrooms allow for appropriate social distancing for staff and pupils. Classes (also known as bubbles) will be confined to mixing with only their own class group. This includes break time and lunch time. Whole school activities such as assemblies will not take place.

Children from Junior Infants to 2<sup>nd</sup> class will be grouped into pods which will be distanced from each other as much as classroom space allows. Children will sit in their own seat only.

Children from 3<sup>rd</sup> - 6<sup>th</sup> class will be required to distance from other by at least 1m.

As per current guidelines, children in primary schools are not required to wear face coverings. However, children in the senior room may wear a mask if they choose. It is also acceptable for any child to wear a Face Covering if their parent requests this.

Teachers and SNAs will be provided with visors and will also wear a Face Covering/Mask.

#### **Pupil Hygiene and Cleaning Routines:**

Pupils will be encouraged to wash their hands regularly. We have installed new soap dispensers and hand sanitizer dispensers in each classroom and throughout the school. It is important that parents also make children aware of the importance of good hand hygiene and cough etiquette.

Staff will maintain a regular cleaning routine of all resources and materials that will be used by different pods or classes.

Where necessary, items of school equipment will be isolated for 72 hours prior to being used by a different pod/class e.g. PE equipment

Our cleaners will sanitize the school each day and daily, weekly and monthly cleaning routines will be adhered to as per Government and Department of Education guidelines.

### **Yard Time:**

Each classroom (bubble) will have their own designated yard section which they must play within at break times. We will try to ensure that each classroom group is adequately distanced from each other.

### **School Uniforms:**

Pupils will wear their school uniform as usual. In the interest of best hygiene, it is recommended that uniforms are washed regularly but not daily.

### **Pupil Belongings:**

Children will be required to use their own resources at all times i.e. pencils, scissors etc. The sharing of resources, particularly from 3<sup>rd</sup>- 6<sup>th</sup> will not be allowed.

Coats must be hung up in the corridor, each child will have a designated coathook. Coats will be spaced out to prevent them touching each other.

Pupils will be asked to keep belongings (pencils, colours etc. all clearly labelled) in school AT ALL TIMES so as to avoid such belongings going between home and school. It would be best if all pupils could have one pencil case for school and one for home.

Pupils will be required to have their own resource box containing their books, copies and other resources. This will avoid sharing of such resources amongst pupils. We are purchasing these boxes and will distribute to children on their first day back.

Pupils will also be required to have their own small bottle of hand sanitiser, tissues and several zip-lock bags. We will provide each child with a 'belt-bag' that will hold these items. This bag will be left in school and will not go home in order to try and prevent cross-contamination.

### **Pupil Lunches:**

Pupils are asked to bring lunches in a lunch bag or box and should include items that they can open independently. As per current school procedure, pupils will be asked to bring all items, finished and unfinished, home. Food will not be permitted to be eaten outside the classroom.

### **School Payments:**

Payments may be made by putting same in an envelope in their child's school bag, clearly labelled with child's name and a breakdown of monies. A note in homework diaries, a message on class dojo or a phone call to the school office is necessary to notify us of such.

Payments may also be made online using an Electronic Funds Transfer. Please contact Karen in the office for the IBAN.

### **Homework:**

The Board of Management and staff would like to thank parents for their Distance Learning efforts over the past number of months. Teachers will not assign any written homework until the first week of October to allow pupils, parents and teachers to adjust to various new school routines. The focus of homework in September will be on hand hygiene, cough etiquette, well-being and reading.

### **Communication with school:**

Ramsgrange N.S. prides itself on an excellent communication system between home and school. Unfortunately that system has to somewhat change for the foreseeable. All visitors to the school, including parents will be required to complete a Contact Tracing Log. Access to the school will be strictly by appointment only.

We also urge parents to use Homework Diaries and Class Dojo (monitored during school hours mostly) where possible. Alternatively contact can be made by emailing or phoning the school office.

### **Early Collection / Appointments**

Should you need to collect your child early, the procedure is as follows;

1. Notify the school in advance.
2. Phone the school office when you arrive at the school. Your child will then be brought out to you.

Parents will no longer enter the school building to sign in / out a child. Should your child become unwell during the day, the same procedure will apply.

### **Illness**

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 or 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 travelled abroad from a country that is not on the green list. They must self-isolate for a period of 14 days before returning to school.
- Children who have been in close contact with somebody who has travelled abroad from a country that is not on the green list.
- 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

- 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 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.
- The child will be accompanied to the designated isolation area via the isolation route by a member of staff.
- The school will facilitate the child presenting with symptoms to remain in isolation, if they cannot immediately go home and may assist them by calling their GP.
- Arrangements will be made for appropriate cleaning of the isolation area and work areas involved.

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.

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

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

It can take up to 14 days for symptoms to show. They can be similar to symptoms of colds and flu. Getting an early diagnosis from your GP means you can get the help you need and take steps to avoid spreading the virus.

**Please remember to follow protocol and procedure if your child or another household member is displaying symptoms of COVID19.**

We look forward to welcoming you back to school and working together to ensure the safety and wellbeing of all children, staff and parents.

Yours faithfully,

*Lorraine Kennedy, Principal.*