

			<p>Prior to entering a classroom the children will hang up their coats in the corridor area outside their classrooms. Pupils will sanitise their hands before entering the classroom. On entering the classroom the children will take their assigned seats.</p> <p>Children will engage in their table top activities until 09:00 when formal tuition will start.</p>	
Dismissal	H	<p>Social distancing not being maintained by parents</p> <p>Children running around the yard once collected.</p> <p>Parents remaining on school grounds.</p> <p>Late pick ups</p>	<p>Daily Dismissal: See Exit Plan below</p> <p>Pupils will leave the school at 1.30pm as normal.</p> <p>They will exit the school using four different doors –the side door, Room 1, and the three other classroom doors at the front of the building.</p> <p>Parents will remain behind the black and yellow line and reminded to social distance by signs on the yard. Teachers will call children individually to leave the classroom once the parent is outside.</p> <p>Parents will be encouraged to leave the school grounds once they have collected their child.</p>	<p>Teachers +SNAs</p>

			<p>Actions to be carried out:</p> <p>The principal will inform all parents of these protocols and of the importance of ensuring that they come in time to collect their child.</p> <p>If a parent is late on a regular basis they will be contacted by the school principal.</p> <p>In exceptional circumstances pupils will proceed to a designated Late Line up area and will be supervised by a member of staff.</p>	<p>Principal</p> <p>Designated staff</p>
SEN	H	<p>Size of the rooms.</p> <p>Mixed groups</p> <p>Teacher has much higher exposure -</p> <p>Use of materials/resources</p> <p>Tactile children</p>	<p>Risk Assessment SEN</p> <p>Smaller groups will be created where possible.</p> <p>Pupils from the same class only.</p> <p>Timetabling of SEN classes to be amended to take account of staggered breaks and supervision.</p> <p>In class support will be encouraged and used as much as possible</p> <p>Sanitisers will be placed at the entrance to SEN rooms and pupils must sanitise before entering a SEN room.</p> <p>Where requested a Perspex shield will be purchased for the table where a teacher is engaged in table top activities. Teachers are advised not to stoop down to pupils if possible</p> <p>Staff who want to will use face shields/masks.</p>	<p>SET</p> <p>Class teachers</p>

			<p>Pupils will have their own Ziplock folders which will contain their books/copies/whiteboard/markers writing materials etc.</p> <p>Extra supplies of pencils/markers/whiteboards/glue sticks will be purchased as backup.</p> <p>SEN staff to prepare back- up materials using sandwich bags</p> <p>After each group a teacher will use sprays and cloths to wipe down desks and door handles</p> <p>The SEN staff will take cloths home to wash daily/weekly.</p> <p>Individual folders for all support pupils containing necessary materials will be provided.</p> <p>Use of PPE will be used by all staff.</p> <p>The principal will discuss with parents the possible risks/ requirements of those with underlying conditions</p> <p>Staff will conduct lessons on the use of sanitisers and all relevant protocols.</p>	Principal
Classes	H/M	<p>Pupils moving around the room</p> <p>Pupils sharing resources</p> <p>Pupils/teachers at risk</p> <p>Accelerated pupils- should they go to another class?</p> <p>Libraries</p> <p>Lining up</p>	<p>Pupils will be seated using the arrangements suggested by the DES or however a teacher is comfortable.</p> <p>Where possible furniture will be removed.</p> <p>Pupils to use their own materials only where possible– No sharing of personal equipment -glue sticks, ruler.</p> <p>Back up materials to be purchased for those pupils who may not be able to afford same.</p>	<p>DES template</p> <p>Class Teacher</p>

		<p>Corrections of homework</p>	<p>Pupils will sanitise before and after every activity. eg using the IWB, art materials, table top activities. Teachers to restrict pupil movement around the room as much as possible. Pupils will have assigned coat hooks. Markings will be on the floor beyond which a child should not go so as to maintain distance between teacher and pupils in classes from third up Use of perspex, visors and masks for those teachers at risk or for pupils at risk especially during flu/cold season. Teachers who require same are to inform principal. All pupil resources should clearly be labelled. Parents to be requested to do this. Use of velcro shoes so as not to have to tie laces in the classroom. Special emphasis will be placed on revision in term 1. Teachers also have to sanitise hands regularly if correcting copies. Whiteboards to be used in the classroom.</p> <p>Lessons to cover all of the protocols to be taught in September. If a child is sick in the classroom: if SNA present they take the child to the isolation room, and the class teacher to contact the parents.</p>	<p>Teachers</p> <p>SNAs</p> <p>Parents</p> <p>SNAs</p>
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			<p>All pupils are asked to keep a spare change of clothes in their bag in case of accident or fall in the yard.</p> <p>Use of epi pen to be demonstrated on 31st of August.</p> <p>Extra staff to be trained by Epilepsy Ireland.</p> <p>Use of First Aid kit for the Main Yard and ASD playground</p> <p>One of the adults brings in a child who is seriously injured.</p> <p>Aprons will be provided for SNAs to use.</p> <p>Carry sanitiser and wipes with you at all times.</p> <p>Children sanitise hands before and after yard.</p> <p>Each teacher will have their own hand whistle.</p> <p>Each class will have a set of toys for the yard which will be cleaned regularly.</p> <p>Children will not be allowed bring in toys from home.</p> <p>Sick/ Injured children: If a child becomes sick or gets hurt the yard teacher will evaluate the child.</p> <p>If the injury is only a scratch, the teacher/ SNA will use the First Aid box to apply treatment such as plasters/wiping of graze.</p> <p>If it is a more serious injury e.g. a bang to the head parents will be contacted by the class teacher and a report of the incident will recorded on an incident report for by teacher/SNA on duty.</p> <p>If a pupil becomes unwell and are displaying or complaining of Covid symptoms they will be brought to the isolation room and their parents will be contacted.</p>	<p>Pupils</p> <p>Teacher</p> <p>SNAs</p> <p>All Staff</p>
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<p>Toilet</p>	<p>H</p>	<p>Students: Social distancing in the toilets/Pupils not washing hands Pupils coming in during break times to use toilets. Staff toilets, clearly marked</p>	<p>Parents encouraged to ask children to go to toilet before coming to school/wash hands. Pupils to sanitise their hands before entering the bathroom area and wash hands after using the toilet. All toilets will be labelled clearly to avoid confusion. Pupils will be allowed into the toilets one at a time. Pupils will be encourages to use the bathroom before going out to the yard, if a pupil needs to use the bathroom while on yard, they will be sent on one at a time and monitored by staff on yard. Lessons on toilet hygiene/lining up to use toilet.</p> <p>One specific toilet for staff. Cleaning equipment will be provided. All surfaces to be wiped down after use.</p>	<p>Parents Teachers All Staff</p>
<p>Staffroom</p>	<p>M</p>	<p>Size of staffroom Social distancing not being maintained Sharing cutlery Queueing for microwave/dishwasher/water</p>	<p>Those in the high risk category ideally should remain in their own rooms. Staffroom has been moved to prefab to allow for social distancing. There will be staggered breaks. The staffroom layout to be reconfigured to maximise usage while maintaining required social distancing. Staff to use their own utensils as much as possible. Bring into school and bring home. Maximum numbers in the staffroom -currently 5 people Staff to ensure that their own area has been cleaned up after use.</p>	<p>Staff</p>

			<p>Staff to maintain social distancing while using the microwave/hot water.</p> <p>Staff to sanitise before and after using any items</p> <p>Staffroom use will be organised by class bubbles.</p>	
<p>PE + PE equipment</p>	H/M	<p>Sharing of equipment</p> <p>Social distancing</p> <p>Equipment</p> <p>Coaches coming in and mixing between classes.</p>	<p>All pupils to sanitise hands before and after PE sessions</p> <p>P.E. equipment will be sprayed/cleaned after use.</p> <p>GAA coaching/Irish Dancing/Gymnastics/Yoga - awaiting directives</p> <p>Timetable for use of the halla will be set up.</p> <p>Teachers will use the yard for PE should weather permit.</p>	
<p>Literacy Lift Off</p>	H	<p>Size of rooms -v. close contact</p> <p>Mixing of personnel between classes.</p> <p>Sharing of resources</p>	<p>Literacy Lift will not take place in September.</p> <p>It will be reviewed for October.</p>	Teachers
<p>IPADs</p>	H/M	<p>Sharing of devices between classes could lead to transference of virus.</p>	<p>All pupils to sanitise hands before and after use of devices</p> <p>All devices will be wiped down after use by a class grouping.</p>	<p>Pupils</p> <p>Staff</p>
<p>Shared Maths/ Science resources cupboards</p>		<p>Transference of virus through shared use</p> <p>Lack of human resources/time to clean</p>	<p>Pupils and teachers to sanitise hands before and after use of all materials that might be shared.</p> <p>Staff date the sign in/ out of resources so proper number of days elapse between use in different rooms</p> <p>-Maths cupboards/science/PE/Staffroom resources/trolleys</p>	<p>Pupils</p> <p>Staff</p>

Class-room Libraries Books/Copies	H	Transference of virus through shared use	All classroom libraries will be removed from the classrooms for the moment.	Teachers
SNAs	H	Crossover from classes/Coughing/sneezing etc/Toileting Assisting pupils with clothing/school bags/lunches/paring pencils Tactile pupils- OT pupils Lunch breaks	PPE to be used as much as possible. SNA team if they want to.-- use aprons/masks/visors/gloves/sanitiser Back up supplies will be located in the Isolation Room. Sanitising hands leaving/entering all rooms Pupils taken in small groups throughout the day for movement breaks. Train the kids how to open packages and peel bananas and oranges	SNA's Teachers Parents.
Aistear	M	Cleaning of materials Timetabling	Aistear room has been moved outdoors. Each class will be timetabled for one day a week to use the outdoor Aistear area. All equipment will be washed/sprayed after use.	Teachers SNA's