



# Logistics Plan For The Re-opening Of School

## SENIOR ACADEMY

### Arrival at school

Your co-operation is asked for with the following:

- School gates will be opened at 8.40am. Classroom Doors will also open at 8.40am.
- Once pupils arrive, through main gate on Church Road, they can be brought as far as the black and yellow line/tape by their parent or they can walk up the steps independently and into their classroom while being watched carefully by their parent. Parents are not allowed to cross the black and yellow line (see fig. 1, pg 2).
- We will operate a drop and go system and encourage parents to leave the school campus as soon as possible.
- Parents will leave the school campus via the side gate on Station Road to ensure a one-way system on the school grounds.
- For parents of children in Room 7, they will follow the one-way system, through the front yard and around to the gate where they will be greeted by ASD staff members.
- Parents will be encouraged not to enter Room 7 if at all possible.
- We request that face masks are worn by adults on school grounds.

#### Key to Entrances & Exits

Entrance and Exit Points Senior Academy	Number
Ms Cotter's room near Herons Wood Pre-school	1
Door on left front of building	2
Door in centre front of building	3
Door on right front of building	4
Halla	5
Small Prefab at side of building	6
Special Class – prefab at rear of building	7

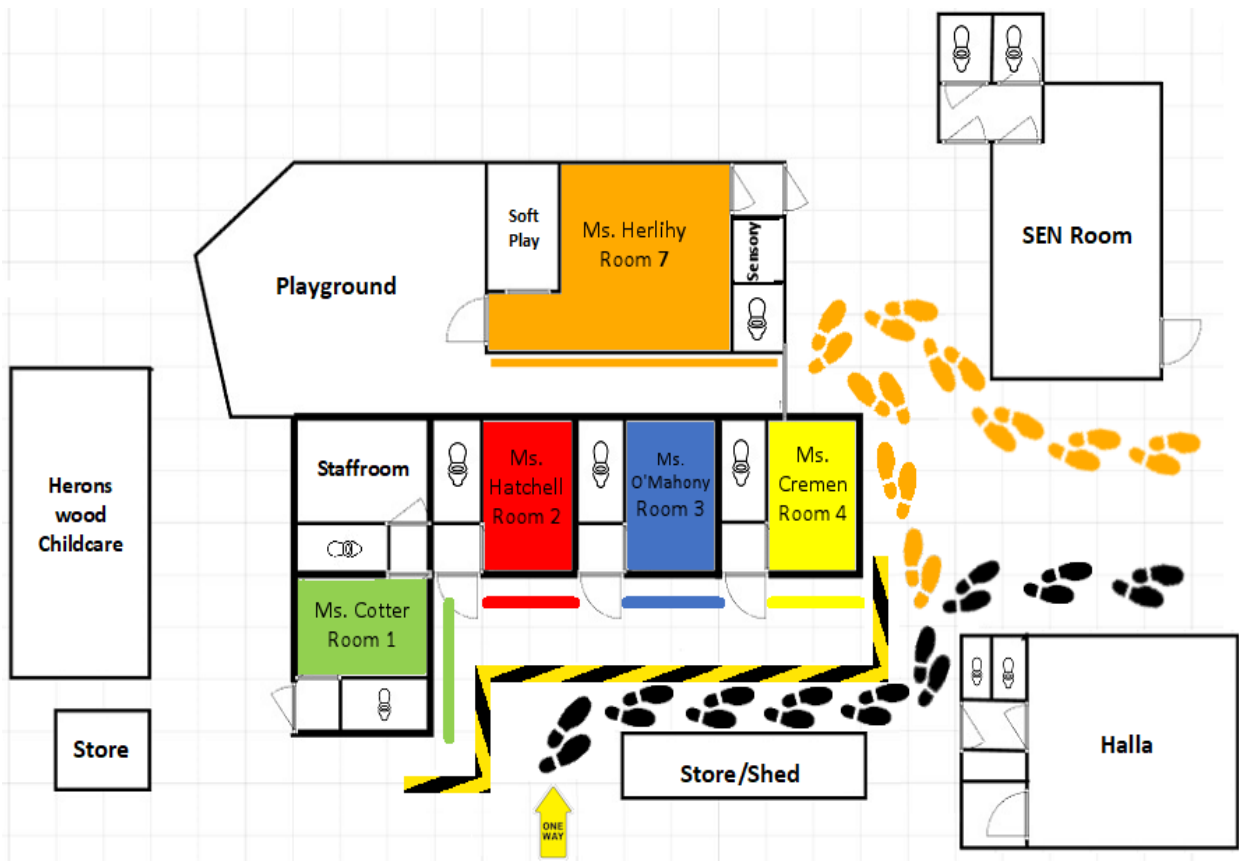


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## Entrance & Exit Points for Specific Classes

Teacher	Class	Entrance & Exit Point
Ms. Cotter	Sen Inf	1
Ms. Murphy (Ms Hatchell)	Sen Inf	2
Ms. O'Mahony	Sen Inf	3
Ms. Cremen	Sen Inf	4
Ms Herlihy	Sp Class	7

Fig. 1



## Holy Well N.S: Senior Academy



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## Senior Academy

### Yard

A rota will be organised based on class bubble and SETs/SNAs allocated to those classes.

*Each class bubble will have access to the yard during their allotted break times as follows –*

- The yard will be divided in two and 2 class bubbles will be on yard during each break.
- Teachers will be placed in groups of three and will complete a full day of yard duty every three days. All teachers will have PPE Equipment and first aid bag to deal with minor injuries while on yard. The SNAs will complete their yard duty with their designated classes.

#### Yard Rota for Group One

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	Class Teacher 1	Class Teacher 2	SET 1	Class Teacher 1	Class Teacher 2
Week 2	SET 1	Class Teacher 1	Class Teacher 2	SET 1	Class Teacher 1
Week 3	Class Teacher 2	SET 1	Class Teacher 1	Class Teacher 2	SET 1

#### Yard Rota for Group 2

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	Class Teacher 3	Class Teacher 4	SET 2	Class Teacher 3	Class Teacher 4
Week 2	SET 2	Class Teacher 3	Class Teacher 4	SET 2	Class Teacher 3
Week 3	Class Teacher 4	SET 2	Class Teacher 3	Class Teacher 4	SET 2

Group 1: Eating Lunch: 10:45-11:00

On Yard: 11:00-11:20

On Yard 12:55-1:05

Group 2: Eating Lunch: 10:55-11:10

On Yard: 10:35-10:55

On Yard: 12:40-12:50



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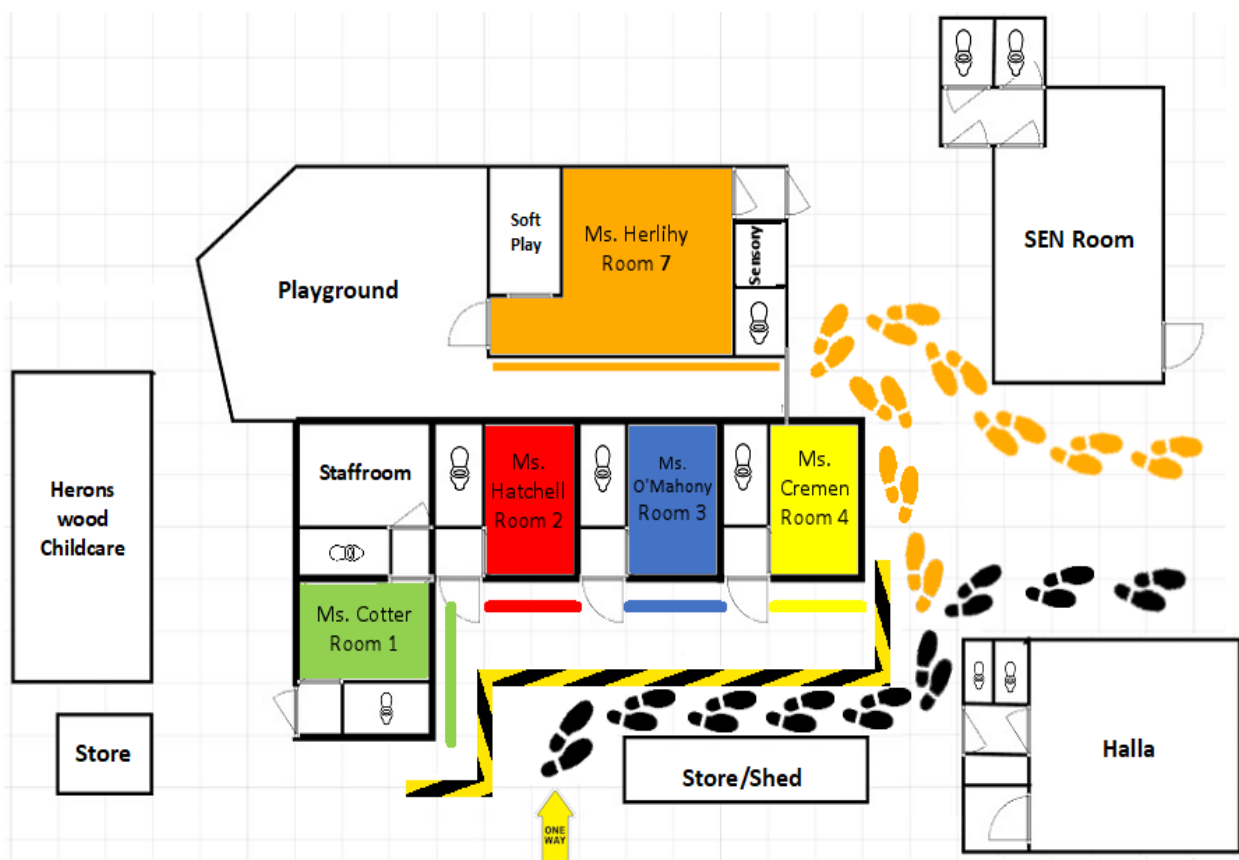
Ms. Herlihy's will work independently on their own yard rota for the moment.

### End of School Day -

- **These systems will apply, rain or shine, so please make sure your child comes to school prepared for the weather.**
- **Please adhere to social distancing rules**
- **Please assist us by collecting on time. Thank You!**

### Dismissal:

- Ms. Cotter's Room 1 will finish school at 1.20pm and will be dismissed from Room 2( see map below)
- Ms. O' Mahony's Room 3 will finish school at 1.20pm and will be dismissed from Room 3.
- Ms. Murphy's Room 2 will finish school at 1.30pm and will be dismissed from Room 2.
- Ms. Cremen's Room 4 will finish school at 1.30pm and will be dismissed from Room 4.
- Ms. Herhily's class will be dismissed from Room 7. Parents can wait inside the gate to the classroom and are requested to social distance until they are called.
- Parents are asked to wait behind the black and yellow line when collecting their child
- Please leave the school campus as quickly as possible through the Station Road gate.



**Holy Well N.S: Senior Academy**



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## Collection of Children during the School Day

If an adult has to collect a child during the course of the school day, the following arrangements will apply:

- **You must inform the teacher before-hand by email or the school app**, or contact the school office on 021-4371875, as access to the school is prohibited without prior appointment.

## Isolation Room:

- The current staffroom will be moved to the prefab.
- The current staffroom will then be used as the isolation room.

**Note:** *This is a working document and will be updated, as appropriate, to reflect updated advice or required changes to routines within the school. All changes to timetables, routines and operational procedures are temporary in nature and are subject to change.*



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APPENDIX 1

## Reference Guide Arrival & Dismissal Senior Academy

**\*\* Adults must wear a face mask on school grounds \*\***

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- Parents are encouraged not to enter Room 7 if at all possible.

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- Parents are asked to wait behind the black and yellow line when collecting their child
- Please leave the school campus as quickly as possible and to exit through the Station Road gate.

**AVOID GATHERING ON/OUTSIDE SCHOOL GROUNDS.  
PLEASE ASSIST US BY DROPPING AND COLLECTING ON TIME.**

Feb 2021