

# **Herbertstown NS**

## **Return to School Guide**

A short guide for children and parents about the changes that will be in place for the long awaited return to school.

We are really looking forward to welcoming you all back to school. There will be some changes to keep us all safe when we return. This guide is subject to change as every day brings new challenges, but the basic fundamentals should remain the same.

### **What the children need to know...**

1. You must only come to school if you are feeling well. If you are not feeling well, you must stay at home
2. In the morning when you get to school, you must go straight to your classroom using the gate and door according to the 'Drop off and Collection Plan'. Sanitise your hands and go straight to your seat
3. Your parents/minders won't be allowed come into school this year. They will have to drop you at the gate.
4. Washing and sanitising your hands is so important! Please remember to wash or sanitize before you eat, when you come in from the yard, after you cough or sneeze, after using the toilet. There is hot water in every classroom with soap and handtowel dispensers installed in each room. There will be sanitizer in every room also.
5. Unfortunately you won't be able to share with your friends this year so make sure you have all your own pencils, colours, rubber etc with your name on every item.
6. To keep safe, your class will be a bubble. You will be able to sit with some of your friends in class, in what we will call a 'pod'. You can still talk to everyone but you may not be able to sit together. Out on the yard you will be able to play with everyone in your class bubble, in your own area of yard, but you won't be able to mix with other bubbles.
7. After breaks when the bell goes you will line up in your new spot (we will show you on 1<sup>st</sup> September) Line up with your pod in the space marked out for you.
8. We know some of you like to bring in things from home like toys, teddies, cards etc but this year you will only be allowed bring in the things you need for school
9. You will have no homework in Week 1 and it will phased in weekly from Week 2. You will do all your homework in one copy labelled 'Homework' instead of using different copies for different subjects.

All the teachers and staff cannot WAIT to see you all back in school. All these changes will seem completely normal after a few days and we are looking forward to having a great year.

## What the parents/ guardians need to know...

- Our main aim is to prevent the further risk of infection coming into school and your help here is most important. We are keeping up to date with guidelines and are adhering to the schools Covid-19 Response Plan. If there are any changes we will inform you straight away.
- Under no circumstances should any child be sent to school if they have a temperature, a cough of any kind, loss of smell/taste or any shortness of breath. If you are in any doubt about sending your child to school, please err on the side of caution.
- Junior & Senior Infants will need a change of clothes including underwear in case of an accident at school.
- Please refer to 'Drop off and Collection Plan'. 2 gates and 3 doors will be used to avoid congestion at any one point. (Appendix 1)

## Measures to keep your child safe...

1. Throughout the school there will be sanitisers which the children will be required to use.
2. Classes will be confined to mixing with their own class group (bubble). This will also be the case for breaktimes with specific zones for each class group in the yard.
3. Within each class, children will be grouped in pods. From 3<sup>rd</sup> – 6<sup>th</sup> class, children will be in pods spaced 1m from other pods in the room
4. Children will be required to use their own resources where possible ie stationary, scissors, glue sticks etc. Please ensure that all children's belongings are labelled. There will be no sharing of resources between children
5. Surfaces and high frequency touch points will be disinfected daily and shared equipment will be sanitised after use. The school has arranged for cleaners to be on site daily.
6. If you child becomes ill in school with any of the symptoms of Covid-19, they will immediately be taken to an isolation room where they will remain until collected. They must be collected as soon as possible. Please ensure contact details are up to date.

7. Homework will not be assigned in Week 1. It will be reviewed and phased in from Week 2. Books and copies to remain in school. Only schoolbag, lunchbox and coat to travel to and from school. We encourage pupils to have a 'school pencil case' and a 'home pencil case' if possible to minimise items between locations.
8. Toilets: 1<sup>st</sup>/2<sup>nd</sup> Class & 3<sup>rd</sup>/4<sup>th</sup> Class will use the en-suite toilets in their classrooms. Mrs Murphy's class and Mr Franklin's class will use the toilets at the end of the corridor with arrangements in place that pupils from different classes will not mix at any time. Mrs Heelan's class will use the toilet adjacent to the staff room (previously staff toilet). This will minimise volume and congestion in toilets and also crossover of pupils.
9. Children and staff will bring lunch waste home
10. The focus of the school for September is very much on wellbeing and allowing children to readjust to school life
11. Pupils wear school uniform as usual except on PE days and astro turf days i.e. 2 days in PE gear allowing for washing of uniforms. It is recommended to change out of uniforms once home from school.  
Class teachers will notify you of PE days in Week 1.

<b>Astro Turf Timetable (lunchtime)</b>	
Monday	Mrs Murphy's class
Tuesday	Mr Fitzgerald's class
Wednesday	Mrs O' Dwyer's Class
Thursday	Mr Franklin's class
Friday	Mrs Heelan's Class

12. All lunch boxes and drinks bottles must be washed daily
13. Adults within the school will observe social distancing. Staff will wear face coverings when 2m social distancing cannot be maintained in day to day routines.
14. Should an outbreak occur the school will follow the protocols of the HSE and DES
15. The school has taken every measure to ensure that we are prepared for the return to school.



## How can you help...

1. Take your child's temperature every day before coming to school
2. Do not enter school grounds unless an appointment has been arranged through contacting the school
3. HNS will be operate a cashless system. Please make all payments via Aladdin e-payments
4. Do not allow your child to bring any personal items which are not necessary for school into school
5. Do not congregate at the school gates. Drop and go system

It is a daunting time for all teachers, staff, children and parents/guardians. We understand this fully. If you have any concerns, please contact the school and we will do our best to ease your worries. Please do not feed into unofficial discourse on social media. Let the school be your primary source of reliable information. Contact us directly by email should you have a question and we will get back to you. Each school in the country will be approaching reopening differently and adopting different procedures to suit their individual needs and circumstances. We are confident that Herbertstown NS is fully prepared to deal with the new protocols asked of us in a way that ensures the life and atmosphere of our school is not impacted hugely or negatively.

We are delighted to be welcoming back each of our pupils and we will take care of them. Children are adaptable and they have shown great resilience in the past 6 months. Our new measures will be second nature to them in a matter of days.

Here is a link to a short video for younger children on returning to school [https://youtu.be/92MLB\\_0nq8Q](https://youtu.be/92MLB_0nq8Q)

## Appendix 1

### Drop off and Collection Plan

The schools doors will be opened at **9.00**. Pupils who arrive prior to 9.00 must line up in their designated area, marked on the footpaths. (Teachers will be on yard Day 1 to guide pupils to their areas). It is recommended that pupils do not arrive before 9.00 to avoid unnecessary congregating.

From 9.00, as pupils arrive, they enter the school grounds via their designated gate and enter the school building via their designated door. (*see table*) They make their way swiftly to their classroom and seat.

Parents/guardians are asked to follow a 'drop and go' system at school gates. Parents/guardians are not permitted to enter the school grounds or school building without prior arrangement. Please do not linger at the school gates.

Pupils from the Breakfast Club will be escorted on to school grounds by HCC staff and must enter the building via their designated door as per class level.

This plan, of using both gates and 3 external doors, is designed to avoid crossover of pupils, congregation at any point and efficient use of hand sanitizing stations

<b>Class</b>	<b>Gate (depending on siblings)</b> <i>Pupils from same families may use same gate in the morning to avoid drop off at 2 separate gates. Enter via oldest sibling's gate. Once on school grounds pupils must enter via their designated door for their class level</i>	<b>Door</b>	<b>Classroom</b>
<b>Junior / Senior Infants</b> <b>Mrs Murphy's Class</b>	Front gate	Front door	Same classroom as last year. ie last classroom on left
<b>1<sup>st</sup>/2<sup>nd</sup></b> <b>Mr Fitzgerald's Class</b>	HDA gate	Usual pupil door	Mr Fitzgerald's room last year
<b>3<sup>rd</sup>/4<sup>th</sup></b> <b>Mrs O Dwyer's Class</b>	HDA gate	Usual pupil door	Mrs Heelan's room last year
<b>5<sup>th</sup> Class</b> <b>Mr Franklin's Class</b>	Front gate/HDA gate	Back door aka 'Teacher's door'	Mrs Davis' room last year
<b>6<sup>th</sup> Class</b> <b>Mrs Heelan's Class</b>	Front gate	Front door	Mr Franklin's room last year

## Collection Plan

### 2pm

- Junior/Senior Infants will exit via **front door** at 2pm for collection from the **front gate**.
- Classes will be accompanied by their teacher.
- Please wait in your cars until children come out the door.
- A one way system will be in place: enter via gate at front of school, go up footpath towards front door, collect your child, follow footpath around building and exit via double gates by the stones.

Pupils attending the after school club in HCC will line up at the wall and will be collected by a member of staff.

### 3pm

HDA gate: 1<sup>st</sup>/2<sup>nd</sup> Class & 3<sup>rd</sup>/4<sup>th</sup> Class (if you don't have siblings in 5<sup>th</sup> or 6<sup>th</sup>)

Front gate: 5<sup>th</sup> Class & 6<sup>th</sup> Class **and their siblings**. This allows for families to park in relevant area and not have to try and collect from 2 different gates. (eg) A 6<sup>th</sup> Class pupil and their brother from 2<sup>nd</sup> Class will go out the front gate.

Teachers will accompany their classes out in their lines. Children will be excused in order of their pods to avoid congestion, there will be a few minutes delay between pods (max pod is 6 pupils). After Day 1 pupils will know their pods and will be aware of what order they will be excused.

Pupils are asked to swiftly exit the school grounds, get into their car and leave the carpark. Parents/guardians are asked not to congregate at the school gates and to observe 2m social distancing guidelines when out of the car.

Pupils attending the after school club in HCC will line up in the usual spot and will be collected by a member of staff.

Pupils are encouraged to walk or cycle to school where possible and use entrances as instructed once they arrive.

Parents/guardians are asked to exercise extreme caution when using carpark and driving along front of school as there will be a lot of circulation of children

