

COVID-19 RESPONSE

Glebe National School's Response to
Covid-19



Glebe National School Covid-19 Response

This is a working document and is subject to change

Staff Allocation to Mainstream Classes

Junior Infants	Mrs Orla Gregan
Senior Infants	Mrs Aline Atkinson
1 st Class	Ms Jane Power
2 nd Class	Ms Amanda Vogan
3 rd Class	Ms Leanne Bryan
4 th Class	Ms Sarah Keene/Mrs Joy Myler
5 th Class	Mr David Henderson
6 th Class	Ms Jennie Morrison

Communications

Communications from school will be primarily through e-mail. The School will not inform parents as a group if there is a suspected or diagnosed case of Covid-19. This contact will come directly from the HSE contact tracing team. It is therefore imperative that you have provided the school with up-to-date contact details and phone numbers.

Contact details for each class are as follows:

Junior Infants – juniorinfants@glebenswicklow.com

Senior Infants – seniorinfants@glebenswicklow.com

1st Class – 1stclass@glebenswicklow.com

2nd Class – 2ndclass@glebenswicklow.com

3rd Class – 3rdclass@glebenswicklow.com

4th Class – 4thclass@glebenswicklow.com

5th Class – 5thclass@glebenswicklow.com

6th Class – 6thclass@glebenswicklow.com

To reach our SEN team:

Wendy O'Donoghue – sen1@glebenswicklow.com

Valerie Carson – sen2@glebenswicklow.com

Jane Evans – sen3@glebenswicklow.com

Philip Thompson – sen4@glebenswicklow.com

Glebe National School Covid-19 Response

Classroom Allocations

To facilitate social distancing within 3rd to 6th class we have had to change 1st and 2nd class and 3rd and 4th class.

1st class will be in the right-hand classroom in the prefab to the right as you enter the school gate.

2nd class will be in the left-hand classroom in the prefab to the right as you enter the school gate.

3rd class will be in the hall.

4th class will be in the main building (Formerly 2nd class).

School Holidays

Half Day 27th and a full day on Friday 28th August.

Mid term - 26th-30th Oct. inclusive

Christmas 23rd Dec- 5th Jan inclusive (half day on 22nd Dec)

Mid term -15th-19th Feb inclusive

17th March St.Patricks Day

Easter 29th March -9th April inclusive (half day on 26th March)

3rd May - Bank Holiday

4th and 7th June Bank Holiday weekend

Half day on 25th June - summer holidays

Arrival and Departure Times

Arriving to School

Children whose surname begins with *A-H* should arrive at the school between 8:50am and 9am and make their way straight to the classrooms.

Children whose surname begins with *I-Z* should arrive between 9am and 9:10am and make their way straight to the classrooms.

Junior and Senior Infants should arrive **at 9.15am** and may be accompanied by one parent per family. (Infants with older siblings may arrive at their sibling's time). We ask that all parent observe the social distancing markings.

Departing School

All Infants will go home at 1.45pm. We will have social distancing markings on the top playground for parents to wait for their children.

Children whose surname begins with **A-H** will leave the school at **2.35pm**

Children whose surname begins with **I-Z** will leave the school at **2.45pm**

Allowances will be made for children coming on the bus.

*Half Day departure times

All infants and their siblings will go home at **12.10pm**.

Children whose surname begins with **A-H** will leave the school at **12.20pm**

Children whose surname begins with **I-Z** will leave the school at **12.30pm**

Glebe National School Covid-19 Response

Break Times

There will be two little breaks and two big breaks. The top yard and bottom yard will be split into two areas.

Junior Infants, Senior Infants will use the top yard and 3rd and 4th class will use the bottom. Their break will be from 10.45am-11am.

Students in 1st, 2nd will use the top yard and 5th and 6th class will use the bottom yard. Their break will be from 11am – 11.15am.

Students will not proceed outside until the previous classes are back in their classrooms. As usual, classes will line up before returning to classrooms and physical distancing will be maintained in their lines where possible. Markings will be on the ground to aid this.

Big break will follow the same pattern from 12.30pm to 1pm and from 1pm – 1.30pm.

Assembly

There will be no assemblies or school services this year.

SET Guidelines

We have decided this year that SEN support for children will be class based. Therefore SEN teachers will not withdraw children in groups or individually. However, where appropriate, we will use outdoor space.

SET teachers will be restricted to supporting two classes to limit contact.

Junior Infants – Mrs O'Donoghue

Senior Infants – Mr Thompson

1st Class – Mrs Carson

2nd Class – Mrs Carson

3rd Class – Ms Evans

4th Class – Mr Thompson

5th Class – Ms Evans

6th Class – Mrs O'Donoghue

Classroom Guidelines

In classrooms from Junior Infants to 2nd class the children in each class will be broken into groups or pods. We aim to keep children in pods at 1m distance but understand that this will not always occur. Pods will be kept at least 1m from other pods. In classrooms from 3rd to 6th class the children in each class will be 1m away from all students where possible. The teacher's desk will be at least 1m away from pods in the junior infants to 2nd class and 1m away from the nearest desk in 3rd to 6th class. All staff will be wearing face coverings when not able to maintain a distance of 2m from a child where appropriate.

Glebe National School Covid-19 Response

Procedures for Visitors

All visitors to the school, including parents, contractors, schools reps etc. must be by appointment only. No parent can come to the office to speak to the secretary unless by prior appointment. Upon entering, the visitor must complete the contact tracing log which is kept in the office. Entries in this log over two weeks old will be shredded. All visitors must wear masks. Entry to the school is through the front door only. All visitors must exit through the fire exit operating a one-way system following the markings.

P.E.

P.E. will take place as normal. All P.E. equipment will be cleaned after each use. Children will perform hand hygiene before and after use. Children will wear school tracksuit on P.E. days.

Art

Each class will be provided with their own set of scissors. They will be retained by the school and cleaned after each use. Children will perform hand hygiene before and after use. Paintbrushes. Each class will have their own set of paintbrushes. These will be shared among the students. They will be cleaned after each use. Children will perform hand hygiene before and after use.

Face Masks/Coverings & Gloves

Teachers are required to wear face masks/coverings if not able to maintain a physical distance of 2m. All visitors must wear a face mask/covering while inside the building. Parents of Junior Infants and Senior Infants must wear a face mask/covering when dropping their child to school.

Advice on Face Coverings from the Health Protection Surveillance Centre is as follows:

Students

Non-medical masks may reduce transmission from individuals who are shedding the virus. However, the extent of this benefit is unknown (especially in children) and would only be potentially beneficial if done properly. It is not practical for many students to wear a mask properly for the duration of a school day. Cloth 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 and who may feel upset or very uncomfortable wearing the face covering

Wearing of Gloves

The use of disposable gloves in the school setting by pupils or teachers is not appropriate. It does not protect the wearer and may expose others to risk from contaminated gloves. Routine use of disposable gloves is not a substitute for hand hygiene. Washing or use of hand sanitiser on gloved hands is not appropriate.

Music

Music with Mr Dunne will be postponed until after the Mid-Term break.

Glebe National School Covid-19 Response

Physical Distancing

In Glebe National School there are a number of strategies in place to limit the amount of interaction between people.

Children will be seated physically distant from one another where possible.

A one way system will be in place for children, staff and any visitors coming through the school.

Parents of Junior and Senior Infant children are being asked to accompany their children to the classrooms via the front door and to follow the physical distance markings to the back door.

In the interest of health and safety, parents of children in 3rd to 6th classes are being asked to remain outside the school premises. Parents of children in 1st and 2nd classes may enter the yard only when collecting children using the social distancing markings.

Students in Junior Infants, Senior Infants, 4th class, 5th class and 6th class will enter the school via the main door. They will exit through the fire exit.

Students in 3rd class will enter and exit through the back door of the hall only.

Cleaning

Glebe National School have organised that the school building be cleaned before the school term begins. There are also new cleaning regimes and checklists that will be carried out in accordance with government advice.

Hand Hygiene

We ask that all children have washed their hands before coming to school. We will ask that each child performs hand hygiene upon arriving, before eating, after using the toilet, after playing outdoors, when their hands are physically dirty, when they cough or sneeze and as they leave school. Hand sanitisers will be located at the entrance and exit door and in each classroom.

Books/Stationery/Etc.

Students can borrow books from our classroom libraries. We will ask students to perform hand hygiene before and after use. All school books will remain in the school. It has been advised that children leave their pencil case in school. Therefore the only items that should be brought in and out of school is a lunchbox and coat for now. Children should not bring toys into school.

Money

All money due to the school should come through the class teacher. Money is not to be dropped into the school secretary. Please contact the secretary if you wish to avail of the online banking option.

Buddy System

There will be no buddy system this year.

Homework

There will be no homework given for the 1st two weeks of September.

Glebe National School Covid-19 Response

Meetings

All meetings with school personnel must be by appointment only.

Procedures for Covid-19 Suspected Case

Students or staff with symptoms of Covid-19 should, under no circumstances, enter the school building. The Symptoms include high temperature, cough, shortness of breath or breathing difficulties and loss of smell, of taste or distortion of taste.

If a suspected case occurs during school time the school will follow the department of education guidelines as outlined in the Response Plan for Schools.

A child with a suspected case will be brought immediately to the isolation area by the Covid Lead Worker Representative (Philip Thompson) or Deputy Covid Lead Worker Representative (Helen Kearney). This will be as discreet a process as possible. Parents of that child will be contacted immediately. A disposable mask will be provided to the child presenting with symptoms in the Isolation Area. A child with a suspected case must be collected from the school. This child may not take school or public transport. We will advise the parent/s of this child to contact their GP.

If the child is diagnosed with Covid-19 the HSE will inform all relevant staff/parents via the contact tracing process.