

## Covid 19 Response Plan – St Patricks De La Salle BNS – Updated 25/2/2021

Topic	Reference in Plan	Action
Public Health/Government/ Department of Education Advice	4	System in place to keep up to date with public health advice, changes to any Government plans for the safe reopening of society and Department of Education updates;  Pass on this information in a timely manner to staff, pupils, parents and others as required;
Staff		Send email to staff with information on school reopening
Parents		Send email to staff with information on school reopening
Pupils		Ongoing education of pupils on behaviours & practices.
Induction Training	4.1	All staff will confirm that they have completed Induction Training and reviewed the training materials provided by the Department of Education
Return to Work (RTW) form	4.2	All staff have been provided with access to the Return to Work (RTW) form; All staff (verbally or in writing) will be requested to confirm that the details in the pre-return-to-work form remain unchanged.
Appointment of A Lead Worker representative (LWR) and assistant Lead Worker	4.3	A Lead Worker representative and assistant Lead Worker have been appointed

Signage	4.4	Schools has displayed signage outlining the signs and symptoms of COVID-19 and to support good hand and respiratory hygiene.
School Layout	4.5	The school has reconfigured classrooms and other areas as necessary to support physical distancing in line with the guidance in advance of school reopening.
Health & Safety Risk Assessment	4.6	
Access to School	4.7	Access to the school building will be in line with agreed school procedures. i.e. by appointment only and with Contact Log in place
Infection Prevention Control Measures - To prevent Introduction and Spread of COVID-19 in Schools	5	<ul style="list-style-type: none"> <li>-Staff and pupils advised to self-isolate or restrict their movements at home if they display any signs or symptoms of COVID-19 and contact their family doctor to arrange a test</li> <li>-Staff and pupils advised not to return to or attend school in the event of the following: <ul style="list-style-type: none"> <li>if they are identified by the HSE as a close contact of a confirmed case of COVID-19</li> <li>if they live with someone who has symptoms of the virus</li> </ul> </li> <li>If they have travelled outside of Ireland; in such instances staff are advised to consult and follow latest Government advice in relation to foreign travel.</li> <li>-Staff and pupils advised to cooperate with any public health officials and the school for contact tracing purposes and follow any public health advice in the event of a case or outbreak in the school</li> </ul>

Know the Symptoms of COVID-19	5.1	High temperature Cough Shortness of breath or breathing difficulties Loss of smell, of taste or distortion of taste
Respiratory Hygiene	5.2	This means covering your mouth and nose with a tissue or your bent elbow when you cough or sneeze. Then dispose of the used tissue immediately and safely into a nearby bin.
Hand Hygiene	5.3	<ul style="list-style-type: none"> <li>-Hand hygiene can be achieved by hand washing or use of a hand sanitiser (when hands look clean).</li> <li>-Use of hand hygiene facilities including wash hand basins will be managed so as to avoid congregation of people waiting to use wash hand basins and hand sanitisers.</li> <li>-There is a requirement for access to handwashing facilities after activities that are likely to soil hands, for example playing outside or certain sporting activities as hand sanitiser does not work on dirty hands</li> <li>-Alcohol-based sanitiser will not be stored or used near heat or naked flame</li> </ul>

Frequency of Hand Hygiene	5.3	<p>Pupils and staff should perform handhygiene:  On arrival at school; Before eating or drinking;After using the toilet; After playing outdoors;  When their hands are physically dirty;When they cough or sneeze.</p>
Physical Distancing – In School	5.4	<p><b><u>Increasing separation</u></b></p> <ol style="list-style-type: none"> <li>1. Reconfigure class spaces to maximisephysical distancing</li> <li>2. Utilise and reconfigure all available spacein the school in order to maximise physical distancing</li> </ol> <p><b><u>Decreasing interaction</u></b></p> <p>Bubbles &amp; Pods  At least 1m distance between pupils</p> <p><b><u>Ventilation</u></b></p> <p>School will fully comply with Department guidance on the practical steps for good ventilation in accordance with public healthadvice ‘Practical Steps for the Deploymentof Good Ventilation Practices in Schools’.</p> <ul style="list-style-type: none"> <li>- windows will be open as fully as possible when classrooms are not in use (e.g., during break-times or lunch-times (assuming not in use) and also at the end of each school day)</li> <li>- windows will be partially open whenclassrooms are in use.</li> </ul>

Physical Distancing: School Drop Off/Collection	5.4	<p>Walking/cycling to school will be encouraged as much as possible.</p> <p>Signage to be displayed encouraging a distance of 2m between Parents and guardians and between parents and guardians and school staff.</p> <p>Pupils will head straight to their small group designated area in the playground or, on wet days to their classroom.</p> <p>Plan in place to ensure staggered exit from school at end of day.</p>
Physical Distancing: Staff	5.4	<p>A distance of 2m is recommended for physical distancing by staff</p> <p>If 2m cannot be maintained in staff groups, as much as distance as is possible and guidance on face covering should be observed.</p> <p>Physical distancing should be observed between staff members within the staff room through the use of staggered breaks, break out points etc.</p> <p>Staff meetings should be held remotely or in small groups or in large spaces to facilitate physical distancing.</p>
Physical Distancing: Yard Supervision	5.4	<p>Play time/outdoor activities adjusted to minimise crowding at the entrance and exits.</p>

		Yard divided out to facilitate different classroom/bubbles.
Ventilation	5.4	<p>School will fully comply with Department guidance on the practical steps for good ventilation in accordance with public health advice '<i>Practical Steps for the Deployment of Good Ventilation Practices in Schools</i>'.</p> <ul style="list-style-type: none"> <li>- windows will be open as fully as possible when classrooms are not in use (e.g., during break-times or lunch-times (assuming not in use) and also at the end of each school day)</li> <li>- windows will be partially open when classrooms are in use.</li> </ul>
Masks	5.5	<p>Cloth Masks are not suitable for children &lt;13</p> <p>For Staff, masks/visors not required if physical distancing possible</p> <p>Schools will provide medical grade masks in the EN16483 category to all SNAs and teachers in special classes and those staff by necessity that need to be in close and continued proximity with pupils with intimate care needs including School Bus Escorts.</p>
Gloves	5.5	Generally, not appropriate
Choir/Music performance	6	Well ventilated room and distancing
School Activities	6	Refer to HPSC guidelines

Toys	6	All toys should be cleaned on regular basis in accordance with guidelines. All play equipment checked regularly
Art		Pupils should have own supplies
Electronics		Shared devices should be cleaned between uses
Music Equipment		Should not be shared
Library Policy		Pupils should have own books. Shared books should be covered in a wipeable plastic cover. Hand hygiene should be performed after each use.
Shared Sports Equipment		Minimise equipment sharing and clean after every use.
School Cleaning once a day	7	Contract in place with Cleaning Corporation
In classroom	7	Staff to have access to all cleaning products & thoroughly clean & disinfect their work area before and after use every day.
Room where a pupil/staff member with suspected Covid 19 was present	7	Cleaned as soon as possible (by who?) Room should be vacated until thoroughly cleaned.
Dealing with a case	8	Follow guidelines – copy in each classroom School staff will be encouraged to download the HSE COVID-19 tracker app to assist Public Health for contact tracing purposes both in and out of the school setting.

Isolation area	8	GP Hall Back up – Changing rooms
<b>Staff Duties</b>	9	<p>Not to return to or attend school in the event of the following:</p> <ul style="list-style-type: none"> <li>if they live with someone who has symptoms of the virus</li> <li>If they have travelled outside of Ireland; in such instances staff are advised to consult and follow latest Government advice in relation to foreign travel.</li> </ul> <p>Cooperate with any public health personnel and their school for contact tracing purposes and follow any public health advice given in the event of a case or outbreak in their school</p> <p>Undergo any COVID-19 testing that may be required in their school as part of mass or serial testing as advised by Public Health</p>
<b>Employee Assistance Service</b>	11	Staff advised that information has been updated in this section.