



Safe re-opening of St. Joseph's Co-ed. Primary School

24 August 2020

The following document is for the attention of parents and staff in St. Joseph's Co-ed. Primary School. This document was ratified by the Board of Management of the School on 24.08.2020.

1. Introduction

- The DES\ HSE guidance for return to school has been used as the framework for the creation of this document. Please refer to the websites below:
<https://www.cpsma.ie/wp-content/uploads/2020/07/Roadmap-for-the-Full-Return-to-School.pdf>
<https://www.cpsma.ie/wp-content/uploads/2020/07/Return-to-school-primary-curriculum-guidance.pdf>
<https://www2.hse.ie/coronavirus/>
<https://www.gov.ie/en/publication/472f64-covid-19-coronavirus-guidance-and-advice/>
- Strong communication and a shared collaborative approach between all staff members and the wider school community is key to protecting against the spread of COVID-19 in our school. The Board of Management and staff will have regular engagement about COVID-19 and preventative measures in our school. Mr. Lar Keogh (Health and Safety representative on staff) and Ms. Niamh Tierney (INTO and Lead Worker Representative), Ms. Mary Dunne (SNA and Deputy Lead Worker Representative) will work closely with the principal and Board of Management to ensure proper protocols and procedures are followed at all times. It is important to note that this is a living document and will be updated and revised as new information and advice becomes available. Feedback from parents/guardians will also play a very important role in updates and revisions made. **The school staff will formally review the school's Covid-19 measures on a fortnightly basis. The Board of Management will ratify any changes to the school's Covid-19 plan, where necessary.**

IMPORTANT:

If a staff member or child is exhibiting ANY SYMPTOMS, it is imperative that they stay at home and that you contact your GP.

Before we return to school, parents are asked to please reinforce the importance of:

- **Handwashing and hand sanitisation**
- **Social distancing in the school building**
- **Not mixing with other classes (bubbles)**
- **Sneezing/coughing etiquette using elbow**

2. Our School

School Profile

230 pupils

11 Mainstream classes

2 Special Education Teachers

Administrative Principal

HSCL Teacher (shared)

4 SNA posts

Secretary

Caretaker

2 Cleaners to support Caretaker

See below the school staff list for 2020/2021

Class/Role	Teacher	Room No.	No. of pupils
Reception	Ms. Miren O' Grady	4	30
Junior Infants	Ms. Niamh Tierney	3	23
Senior Infants	Ms. Megan Laverty	2	27
First Class	Ms. Michelle Ferguson	7	25
Second Class	Ms. Dinah D'Arcy	6	28
Third Class Room 5	Ms. Hazel Cullen	5	12
Third Class Room 9	Ms. Eimear Heatherton	9	12
Fourth Class Room 8	Ms. Niamh Walsh	8	10
Fourth Class Room 11	Ms. Ruth Healy	11	10
Fifth Class	Ms. Aisling Casey	Computer Room	25
Sixth Class	Mr. Lar Keogh (Acting Deputy Principal)	Gym	26
Resource	Ms. Lisa Fitzpatrick (Special Educational Needs Co-ordinator)	Resource Teacher	
Learning Support	Mr. Ian McCabe	Learning Support (upstairs)	
Home School Community Liaison Teacher	Mr. Tom Gallagher	HSCL Room	
SNA	Ms. Sharon Dowling		
SNA	Ms. Mary Dunne		
SNA	Ms. Deborah O' Connor		
SNA	Ms. Deirdre Mulvany		
Secretary	Ms. Sandra Cleary	Secretary's Office	
Caretaker	Mr. Noel Dolan	Caretaker's Office	
Principal	Mr. Niall Heneghan	Principal's Office	

Human Resources allocated through additional funding from DES

Aide – 2 days
Deputy Principal – 10 Leadership and Administration Days

Assumptions

School will reopen for all pupils on Thursday 27th August, 2020

3. Parental Responsibility

Parents/guardians are asked to maintain a 2 metre social distance inside and outside the school grounds at all times. If you are unable to maintain a 2 metre distance you should wear a face covering.

A face covering must be worn if you are entering the building. Please make an appointment if you need to see someone.

The use of face coverings is not recommended for children under 13, by HSE and NPHE.

Please practise good hand hygiene and cough\sneeze etiquette with your child on a regular basis.

Reminder to anyone attending school who has travelled abroad:

Government policy, which is based on official public health advice, continues to advise against non-essential travel overseas for everyone. **It is a requirement for anyone coming into Ireland, from locations other than those with a rating of ‘normal precautions’ (“green”), to restrict their movements for 14 days, and this includes school staff, parents and children or other students coming from abroad to attend school in Ireland.** Restricting your movements means staying indoors in one location and avoiding contact with other people and social situations as much as possible.

Contact Details

More than ever, we are reliant on good communication and need to ensure that parents/guardians are contactable. In order to ensure the school has parents/guardians’ most up-to-date contact information, parents are asked to e-mail contact@stjosephscoed.ie before 27th August with:

-Your name

-Your child’s name

-Your child’s class (e.g.6th Class)

-Names and phone numbers of 4 contacts the school can call at any time, i.e. mother, father, grandmother, uncle etc.

Also, a **new online communication system**. The school has purchased a new communication system called Aladdin. We will be in touch with parents in a matter of weeks in relation to connecting you to this platform.

4. Start & End of School Day

Children are encouraged to walk or cycle to school.

In order to avoid congestion at the school gates, we will be operating a staggered arrival system for the first day of school for junior classes. For senior classes there will be a staggered dismissal system every day. Please read carefully and let your child know which changes apply to her. We appeal to parents/childminders not to congregate at the gates when dropping off or collecting children and to maintain social distancing at all times. See details on school arrival and dismissal below.

Start of School Day

Reception, Junior Infants & Senior Infants

JUNIOR RED GATE

Reception Class and Junior Infants Class will enter the junior playground through this gate each day.

Each class will have a designated section of the playground, with markings on the ground, indicating where children are to stand.

Each class will have its own separate school building entrance and exit.

For the first 7 days of school, Reception will be in school from 10 am – 12 pm.

For day 1 of school, the Junior red gate will open for Junior Infants at 8.50 am.

Every other school day, the Junior Red gate will be open at 8.40 am. Children will be supervised from 8.40 – 8.50 am and they will go to class at 8.50 am.

One parent is allowed to accompany a Junior Infant child into playground.

Two parents are allowed to accompany a Reception child into the playground.

FRONT DOOR OF SCHOOL

Senior Infants will enter and exit the school through this door. There will be designated markings on the ground for each child, indicating where they are to stand, on one side of the front door of school. For day 1 of school, senior infants are asked to come to school at 9.10 am. For all other days, they can arrive at school at 8.40 am. They will be supervised by a teacher until their class teacher meets them at the front door of the school. In order to avoid congestion at the front of the school, parents are encouraged leave once their child is in their designated standing position.

-Teachers will lead each class to their classroom with children sanitising their hands as they enter the school building.

-If a child arrives after 8.50 a.m. and the junior red gate/front door is closed, they should go to the main door and ring the bell where they will be met by a member of staff and brought to their classroom.

1st – 6th Class

- **SENIOR RED GATE**

Children from 1st, 2nd, 3rd, 4th, 5th and 6th Class will enter through this gate each day.

On Day 1 of school and on all other days, the gate will open at 8.40 am.

Children are asked to arrive between 8.40 and 8.55 am and to maintain 1m social distance. There is a 15 minute arrival time provided here in order to ensure congestion does not occur at 8.40 am.

All children will be supervised and each class will have a designated section of the playground, with markings on the ground, indicating where children are to stand and with a 1m distance between each marking.

-Teachers will lead each class to their classroom with children sanitising their hands as they enter the school building.

-If a child arrives after 8.55 a.m. and the senior red gate is closed, they should go to the main door and ring the bell where they will be met by a member of staff and brought to their classroom.

End of School Day

Reception, Junior Infants & Senior Infants

JUNIOR RED GATE

Reception Class will go home at 12 pm for the first 7 days of school.

The Junior Red Gate will open at 11.50 am and a maximum of 2 parents per Reception child can enter the playground and are asked to maintain social distance as they stand in the designated Reception section of the playground. The class teacher will open the designated Reception exit door and hand over each child to their parent individually.

From 7 September onwards, Reception Class will go home at 1.30 pm and the Junior red gate will open at 1.20 pm.

Junior Infants Class will go home at 1.30 pm each day.

The Junior Red Gate will open at 1.20 pm and a maximum of 1 parent per Junior Infant child can enter the playground and are asked to maintain social distance as they stand in the designated Junior Infants' section of the playground. The class teacher will open the designated Junior Infants' exit door and hand over each child to their parent individually.

FRONT DOOR OF SCHOOL

Senior Infants Class will go home at 1.30 pm each day.

A maximum of 1 parent per Senior Infant child can wait to collect their child and parents are asked to maintain their social distance as they stand in the designated Senior Infants' section, which will be the large space between the front door steps and the front wall of the school. The electric front door of the school will open at 1.30 pm. The class teacher will hand over each child to their parent individually.

Children who are attend the after-school's club will be collected from outside Sandra's office at 1.15 pm.

1st – 6th Class

JUNIOR RED GATE

1st Class will go home at 2.20 pm.

The Junior Red Gate will open at 2.20 pm and a maximum of 1 parent per 1st Class child can enter the playground. Parents are asked to maintain social distance as they enter the playground to collect their child. 1st Class children will stand on designated markings on the playground and the children who are being collected by parents will be first in line. Children who walk/cycle home will be at the back of the line.

2nd Class will go home at 2.25 pm.

1 parent per 2nd Class child can enter the playground at 2.25 pm (please do not enter before this time). Parents are asked to maintain social distance as they enter the playground to collect their child. 2nd Class children will stand on designated markings on the playground and the children who are being collected by parents will be first in line. Children who walk/cycle home will be at the back of the line.

SENIOR RED GATE

3rd Class will go home at 2.20 pm.

4th Class will go home at 2.25 pm.

5th Class will go home at 2.30 pm.

6th Class will go home at 2.30 pm.

5th and 6th Class teachers will ensure staggered exit by both classes for social distancing reasons.

Parents/minders are asked not to congregate at the school gate or on the street once your child exits the school. **For children who are collected from school, it would be a great help to us if parents/minders could organise a meeting point a short distance from the school or further along East Wall Road to help avoid congestion at the gate.**

Parents picking up children after school must ensure they are on time.

Children who attend the after-school's club will be collected from outside Sandra's office at 2.15 pm.

If an older sibling is to pick up a younger sibling after school, the younger sibling will be supervised by their class teacher until the older sibling arrives.

5. Changes to school building/routine

3rd Class will be divided into 2 classes: 3rd Class Room 5 and 3rd Class Room 9.

Parents of children in 3rd will receive a message on Tuesday, 25 August informing them about which class their child is in.

5th Class will move into the Computer Room. The computer room will not be available to other classes for 2020/21. Computer classes for all pupils will be discussed by staff upon our return to school.

6th Class will move to the Gym. The Gym will not be available to other classes for 2020/21.

6th Class will have their own separate toilets for boys and girls. A plan will be put in place to ensure that PE equipment in the gym can be shared among classes while maintaining hygiene and sanitisation standards.

Yard times for all classes will be staggered to maintain social distancing (see next section).

6. Social Distancing

Each class will be referred to as a 'bubble'. The class or bubble will not mix with any other class in the school. Within each class, there will be groups referred to as 'pods'.

These 'pods' will be distanced from one another as much as possible, ensuring a minimum of one metre distance between groups. The Department of Education has outlined that there are no social distancing requirements for children up to and including 2nd class. However, in order to establish consistency across the school, all pupils will line up at the start of the day with a 1m distance between them. Pupil 'pods' will come into effect in 3rd – 6th Class. The aim for all classes is to **minimise** contact indoors as much as possible. Where it isn't possible to socially distance everyone in the classroom, each small group or pod will remain at least one metre from all other groups. There will be a maximum of 6 pupils in a pod. Teachers will create pod groupings focusing on development of social skills rather than learning abilities. Please note that when pupil pods are decided by each teacher at the start of the school year, they cannot be changed. A review will take place, if necessary, after a two-week period. Parental support is very much appreciated regarding this. Throughout the school building, pupils should adhere to social distancing as much as possible. Floor markings will be in place as a visual aid to assist with this. While teachers will do their utmost to ensure pupils in 3rd – 6th Class play in their pods in the playground, we have to understand that it is totally unrealistic to think that they will not to mix/play with their classmates in the yard. Also, the risk of transmission outdoors is shown it be minimal.

7. Yard

There will be a new system in place. Pupils will be informed of this when they arrive on the 27th August. Yard breaks will be staggered. Junior classes will use the junior playground. The senior yard will be divided in two. Each senior class bubble will be assigned a zone in the yard which they must stay in for the duration of the break. A five-minute delay between yard breaks will allow for ease of transition between groups. The equipment in the junior playground will be cleaned each time it is used by one junior class. Class teachers will always be with their class on the yard and while children are

eating their snack/lunch in the classroom, they will be supervised by another teacher, as is always the case in our school. If there is a SNA in the class, the SNA will be with the children as they eat in the classroom.

8. Teaching and Learning

The children returning to school in a content, calm and composed manner is our main priority. Teachers will increase time spent on Social Personal and Health Education from 30 mins to 90 mins per week. This is because wellbeing of pupils will be a very important focus for all teachers. There will be no homework given to pupils for the first two weeks of school. There will be a greater focus on online learning this year and we encourage all families to do all they can to provide their child with a device (parent's smartphone) with which they can do online lessons. The Department of Education and Skills has published Curriculum guidelines for us, and we ask you to trust our experience and professional expertise as we work with all the children during the return to school.

<https://www.cpsma.ie/wp-content/uploads/2020/07/Return-to-school-primary-curriculum-guidance.pdf>

9. Team Teaching/Special Education Teachers/Special Needs Assistants

Staff members (particularly SET Teachers and SNAs) can rotate between areas/classes but this will be minimized where possible. When rotation occurs, agreed sanitising routines will be observed.

In keeping with our Special Education policy, learning support will be provided by a blended approach of in-class support and withdrawal. The provision of support will be organised to ensure our support teachers will work as far as possible, within the confines of a bubble.

-Where a support teacher is working alongside a class teacher in a classroom, both teachers must be mindful of maintaining social distance from one another.

-The tables and chairs in SET rooms will be wiped clean in between different pupils or small groups attending.

-One SET will be assigned to two classes.

SEN and SNA staff will meet to formalise this plan upon our return to school.

10. Communication within the school

During these unusual times there are many reasons why a staff member may need to communicate with the office in an immediate manner;

- staff member feeling unwell
- student feeling unwell
- child protection reasons

Therefore, for the time being, staff may use their mobile phone to notify the office of support needed. We will also make more use of our intercom system.

Covid-19 Staff Points of Contact

Ms. Niamh Tierney will be a point of contact for any Covid 19 staff queries downstairs, Ms. Lisa Fitzpatrick will do likewise upstairs. Staff are asked to raise any query or concern however small. We will continue to learn and adapt as we need to.

11. Communication with home

All classes will be using a digital platform, either Seesaw or Google Classroom to support homework this year (not in the first 2 weeks of school). Teachers will communicate with their parents via email and by phone, where necessary. More information will be given to parents about this.

12. Behaviour

This school's SPHE curriculum emphasises each student's place within their community and in the months ahead will focus on promoting resilience and coping on the return to school. We recognise that the transition will be different for everybody and more difficult for some. Any student breaking rules and procedures put in place in this Reopening our School Plan or the Response Plan for the safety of all will be dealt with sensitively and fairly, but in accordance with our school's Code of Good Behaviour.

13. Supporting Pupils Who Cannot Attend School

The school is conscious that there may be some pupils for whom return to school at the end of August may not be appropriate because the relevant public health guidelines indicate they are at 'very high risk'. These pupils will be supported by the school to engage with learning and to keep their ongoing connection with their classmates and school community. Further details will be provided, as necessary.

14. COVID-19 Related Absence Management

COVID-19 related absences will be managed in line with agreed procedures with the Department of Education.

15. Teacher or SNA Absence and Substitution

If a teacher/SNA is unable to attend school, every effort will be made to secure a substitute teacher/SNA for the class/pupil. If a substitute teacher/SNA is not available, it is not appropriate for the class/pupil to be divided into groups and accommodated in other classes. Members of the Special Education Team (SET) team will step into mainstream classes where necessary. However, if there are multiple teacher absences, in some circumstances, it may not be possible for the class/pupil to attend on that day. If that is the case, as much notice as possible will be given to parents.

16. Photocopying

Any staff member who uses the photocopier must hand sanitize before use.

17. Equipment

-ICT Equipment

A timetable will be drawn up for the use of common ICT equipment. Devices must be cleaned after use and before they are returned to the charging trolley.

-Physical Education and P.E. Equipment

Physical Education lessons will take place outside when the weather allows.

Staff members and pupils may take additional breaks outside during the school day. A plan will be put in place for the cleaning or isolation of equipment after use.

18. Parent/ Teacher Meetings

Decisions around Parent/Teacher Meetings will be made once we have settled into the new school routine. We will assess the situation closer to the time.

19. Staffroom

Two staff rooms will be used for 21 staff members. The library will be used as a downstairs staff room until further notice. All staff members should maintain a physical distance of 2 metres when they are not engaged in teaching e.g. when they are using the staff room and arriving to work. If 2m cannot be maintained in staff groups, face coverings should be worn. Staff 'pods' have been created to ensure social distancing and contact tracing. These pods are operational for break and lunchtime supervision. Staff meetings will be held remotely or in small groups or in large spaces to facilitate physical distancing. Staff members should avoid sharing utensils in the staffroom as far as possible. Each staff member is responsible for cleaning their own utensils and storing these utensils in the cubby holes provided.

20. School bags, supplies and school lunches

From 27.08.2020, ONLY a reusable filled water bottle (label child's name) AND a packed lunchbox (if not availing of school lunch) is allowed in your child's schoolbag. The water bottle and empty lunchbox/school lunch bag are the only items to go home in the schoolbag. The school will provide a labelled draw string bag for your child. This will be used to store books, copies, pencil case etc. that will be supplied by the school. This draw string bag will stay in school and will be steam cleaned at the end of every day. The school may ask parents to supply copies etc. after 2 weeks, this will be reviewed and parents will be informed. All students are encouraged to avail of Glanmore lunches. All uneaten food and litter will go home daily in the lunch bag. Please remind your children not to share their food or drinks with other children. Children will eat their lunches at their desks, as per our usual practice.

21. Movement/Fresh Air Breaks

As movement around classrooms will be restricted, every effort will be made during the school day to factor in movement breaks and to get outside where possible.

22. Ventilation

Windows and doors will be left open, when possible, to allow additional ventilation in classrooms. Windows will be kept open on corridors also.

23. One way system

A 'KEEP LEFT' system will operate in the corridors when coming and going. Floor stickers will assist with this routine. Traffic/movement on corridors will be kept to a minimum throughout the school day.

24. Visitors/Meetings

There will be no visitors to the school other than for exceptional circumstances. All deliveries to the school will be by appointment only. **A window hatch has been installed at the front of the school, for delivery purposes only.** 'Meetings' between teachers and parents can be carried out over the phone. Parents can arrange this with Sandra. Each teacher will have their own school email address for you to make contact if needed. If, in exceptional circumstances, a parent needs to visit the school, an appointment must be arranged directly with Mr.

Heneghan. Parents are asked to hand sanitise and fill in the contact tracing log once they have entered the school.

25. Cleaning

A deep clean has been carried out on the entire school building. In accordance with the DES guidelines, the school will be thoroughly cleaned at least once per day. Particular attention will be focused on frequently touched surfaces – door handles, handrails, chairs/arm rests, communal eating areas, sink and toilet facilities.

School management will work closely with our caretaker, Noel each day. Noel will also be in the school during the day to clean the junior playground after each use. Two additional hours for cleaning after school have been secured with a contract cleaning company, in order to support Noel and to ensure enhanced cleaning takes place at the end of every day. We will follow all protocols in relation to cleaning guidelines. Daily signed checklists at the back of every door will ensure standards and accountability are maintained.

The urinals in boys' toilets will not be in use for the foreseeable future and all children will use cubicles instead. Children on break in the junior yard may only use their specified toilets. Children on break in the senior may only use their specified toilets. Each classroom will have a sanitisation box, for items used in the classroom that require a steam clean at the end of the school day. These will be cleaned and a sticker placed on the box indicating to the teacher that items are safe to use.

The plan for weekly cleaning of toys etc in the junior rooms will be formulated and agreed among teachers/SNAs by the start of term.

All staff will have access to cleaning products and will be required to maintain cleanliness of their own work area. Staff should thoroughly clean and disinfect their work area before and after use each day.

Each classroom will have a pedal bin that can only be used for tissue waste and will be collected daily from offices and other areas within the school.

26. Hand washing/Hand sanitising

Hand sanitisers will be used by all pupils at entry points to the school. There is a soap dispenser, sink and warm water available in every classroom. Children may bring their own sanitiser if they wish, which must be kept in school bags and should be labelled.

Regular handwashing will be built into each teachers' timetable. The importance of allowing the soap to lather sufficiently will be emphasised. Self-disinfectant door handles will be placed on each classroom door. Each staff member will have a disinfectant spray that can be used at various touch points throughout the day.

27. Uniform

Pupils have the option of wearing the school uniform or a non-uniform on any given school day. **A non-uniform is as follows:** runners of any kind, tracksuit bottoms/jeans, t-shirt and a tracksuit top/jumper. No jewellery or make up can be worn in line with school policy. No other form of non-uniform will be deemed to be acceptable. A review on the school uniform situation will be taken in a number of weeks. Pupil and parental opinion will be taken on board.

28. PPE

Staff will be required to wear face masks/visors when they cannot maintain a physical distance of two metres or less. The Department of Education, HSE and NPHE has said that face coverings are not recommended to be worn by children under the age of thirteen in school.

29. Absences

As has always been the case, if a child has been absent for a cumulative total of 20 days, a Student Absence Report must be sent to the Educational Welfare Officer. Absences for certified illness, bereavement or other valid reasons will not count towards the 20 day limit.

30. Very High Risk Students

If your child has been medically certified as being in a very high risk category and cannot return to school, please contact us as soon as possible to discuss.

31. Medication and Medical letters

In line with school policy, parents must meet with the principal in relation to any medication a child needs to take in school at the start of the school year. A consent form is signed and this is then approved by the Board of Management. Please make an appointment to arrange this meeting as soon as possible. If any parent wishes to share a medical letter re: their child's hay fever, regular cough etc, that may assist the school in decisions re: recognition of non- Covid-19 symptoms, please do so as soon as possible.

32. Suspected Cases

The school's **Critical Incident Team (CIT)** will be responsible for all suspected cases of Covid-19. The team members are: Niall Heneghan, Lar Keogh, Lisa Fitzpatrick, Sandra Cleary and Noel Dolan.

If a child develops symptoms of Covid-19 during the course of the school day, an agreed protocol has been put in place.

- Teacher will make a phone call to the principal.
- Principal will go to the classroom of the child, speak to the teacher and ask to speak to the child outside the room.
- A decision is made to bring the child to the isolation room or not, i.e. confirmation from the principal that the child is displaying one of the 4 Covid-19 symptoms?
- If it is decided to do so, a member of the CIT will clean and disinfect the space and touch points in the child's sitting area in the classroom.
- Parents will be called immediately and asked to collect their child.
- The child will be accompanied by a CIT member, who will be wearing PPE to our designated isolation room, which is located in Room 12.
- The CIT member will remain at least two metres from the symptomatic child and will make sure that for child protection reasons, another member of the CIT is also present at a greater distance.
- A face shield will be provided for the child presenting with symptoms. The face shield should be worn until the child has left the school building.
- The child will be advised to cover his/her mouth and nose with disposable tissue when they cough or sneeze and to dispose of the tissue in the pedal bin provided in the isolation room.
- Upon collection at the **Senior Red Gate**, parents will be advised to inform their GP by phone of the symptoms. -Public transport should not be used by a symptomatic person. If the child is too unwell to go home, the school will call 999 or 112 and advise of the situation.
- Arrangements will be made for appropriate deep cleaning of the isolation room.

Staff will receive an internal and confidential staff update from the principal at the end of each day, in relation to any suspected Covid-19 cases. This is in order to ensure the safety of all staff members in the school.

33. HSE Communications

The HSE will inform any staff/parents who have come into close contact with a confirmed diagnosed case via the contact tracing process. The school will cooperate fully with health officials and the HSE will contact all relevant persons if such a diagnosis is made.

It is important to remember that any of us can get sick or unwell, and if we do, we need understanding and support from those around us. It is essential that anyone who feels unwell makes that known to the Principal/Deputy Principal as soon as possible.

It is also important to remember that on average 3\4 children can be sent home every day feeling sick. It happens regularly! Parents\guardians need to be sensible and understanding around this issue. **We will isolate children if they exhibit symptoms of Covid 19 only.** Otherwise we will call and ask you to pick up as normal for a sick tummy or a headache.

Please wait until a case is confirmed before making any major decision around isolating your child. **The Board of Management will be guided by the HSE in this regard.** **The BOM expects all instructions and guidance of the HSE to be followed by parents, guardians and the whole school community.**

34. Staff training

All members of staff will complete Covid-19 Induction Training provided by the Department of Education.

35. School Fees

This year, for the first time, we will be setting up an online payments system through the Aladdin platform. **Cash will no longer be accepted for any school payments.** We will contact you when this has been set up.