

St. Oliver Plunkett Nursery and Primary School Beragh

Covid-19

School Restart Plan
Further Information to Parents
September 2020



Date:	August 2020	Next Review Date:	October 2020
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(This Information Pack is written to take into account the guidance from DENI “New School Day – Revised Guidance August 2020”)

Dear Parents

In preparation for the New School Year 2020-21, I wish to provide you with information on the arrangements we have made in following areas; Health and Safety Procedures, Daily Routines, Learning and the Recovery Curriculum as well as the organisation of pupil resources. The arrangements have been shared with staff and our Board of Governors.

This school guidance and reopening plan has been written in line with and after the publication of new school guidance from the Department of Education (NI) August 2020 and reflects how we as school will implement this guidance.

At St Oliver Plunkett Primary School, we understand the importance of children returning to school as soon as it is safe to do so. We know that the children have enjoyed time over recent months with their families and that it may be difficult for some children to, once again, fit in with the new elements of school routine. As a school we will be reopening for children and taking a precautionary and safety first approach and will review how each step is impacting on our entire school community.

As a staff we have been considering the implementation of a ‘Recovery Curriculum’ to support children and their pastoral needs when they return to school. Our recovery curriculum will give the children opportunities to revise literacy and numeracy concepts, to participate in class discussions, to engage in creative lessons which encourage social interaction, as well as extended free time to enable socialisation with children in their class. As always, we will strive to provide a curriculum, which is sufficiently broad, balanced and flexible, tailored to meet the needs of individual children, and inspires the children to learn, progress and achieve.

We are conscious of the fact that transition back to full time education may be difficult for some and we will strive to eliminate and work through any issues. This can be achieved through open and honest communication between parents, children and staff. Hopefully you will find this booklet answers some questions as best we can.

Please do not hesitate to contact us with any query you have.

In the meantime, let’s continue to watch out for each other and please stay safe.

Beir beannacht,

Páraic Martin

NHS

CORONAVIRUS

Fact sheet for kids



WHAT IS CORONAVIRUS?

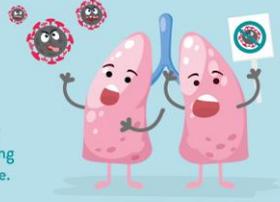
A coronavirus is a type of virus. Coronavirus (COVID-19) is a new strain of coronavirus, which means no-one has caught it before and our bodies are not immune (protected) from it yet. It spreads very quickly and is making a lot of people poorly at the moment.

HOW DOES A VIRUS WORK?

1. Your body is made up of millions of tiny cells.
2. Viruses can't survive outside the body for long, so they try to get into our cells.
3. When viruses get inside our cells, we get infected.
4. Once a cell is 'infected', the virus multiplies and can spread around the body.
5. Our body produces antibodies that fight the virus and help us get better.

WHY IS CORONAVIRUS DANGEROUS?

If the virus gets into the cells in our lungs, it can stop the cells from doing their job, which is to help us breathe.



WHO CAN CATCH IT?



Children can catch the virus just as easily as adults, but it doesn't make them as poorly.

Adults who are already poorly and elderly people are the most affected, but most people can get better from it.

HOW CAN WE PROTECT OURSELVES?

The virus can spread very easily and we carry it and pass it onto others even if we don't feel poorly ourselves.

There are 2 important things we can do to protect ourselves, our friends and our family.

WASH YOUR HANDS

Washing your hands with soap and water helps get rid of the virus. This will prevent the virus from getting into our bodies and spreading to other people. Let's all remind one another to wash our hands!



AVOID OTHER PEOPLE

To stop the virus spreading, we need to keep away from other people and stay at home for a time. But don't worry - life will go back to normal!



HOW ARE SCIENTISTS TRYING TO KEEP US SAFE?

Scientists are working hard to find a Coronavirus vaccine. A vaccine can help protect the body from being infected.



REMEMBER

IT ISN'T YOUR FAULT IF SOMEONE YOU KNOW CATCHES CORONAVIRUS.

Produced by Dan Hawcutt - Alder Hey Children's NHS Foundation Trust

Symptoms

The main symptoms of Covid-19 are:

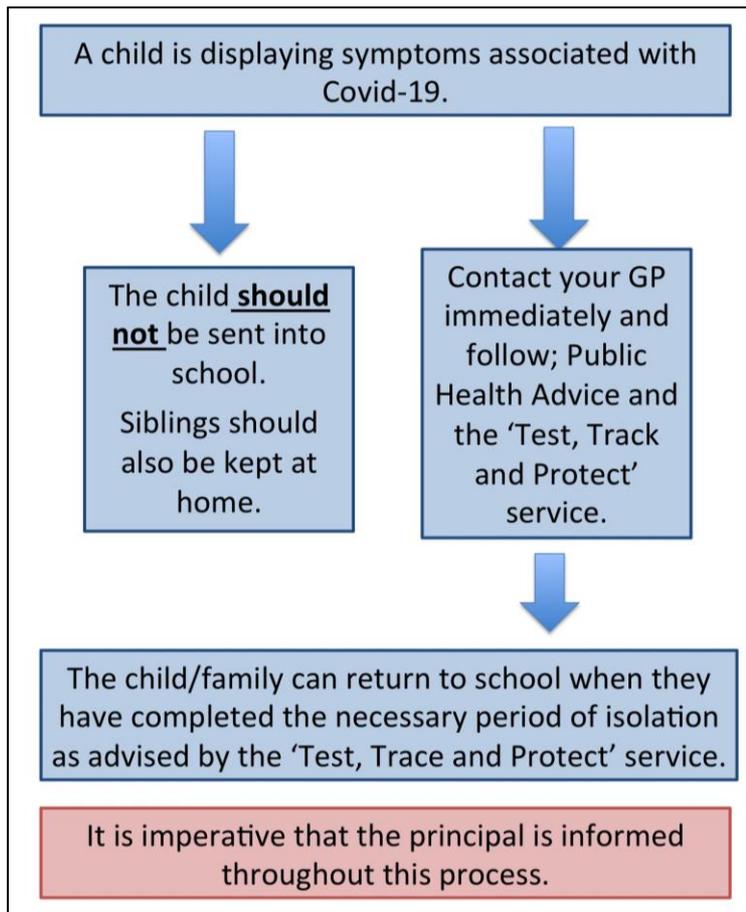
- **a high temperature** – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- **a new, continuous cough** – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- **a loss or change to your sense of smell or taste** – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal



Children and young people who exhibit any symptoms associated with COVID-19 should not attend educational settings. The Department of Health has implemented a contact tracing programme called *'Test, Trace and Protect'* designed to control the spread of COVID-19.

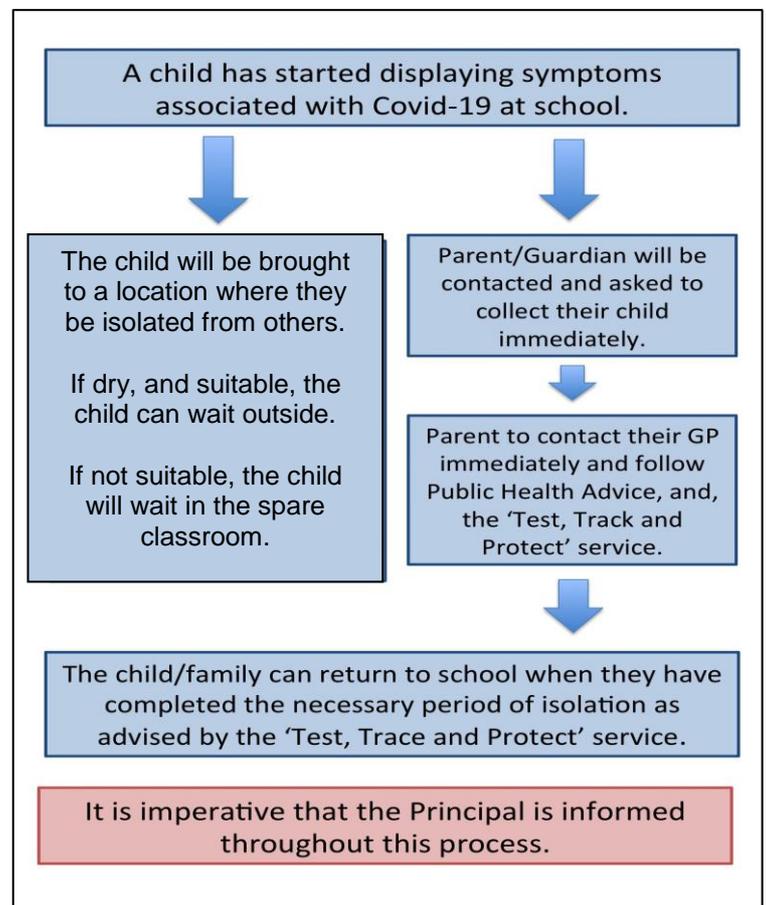
All pupils are expected to follow the requirements of this programme: to self-isolate if they are identified as close contacts of cases and to obtain a test for COVID-19 if they develop symptoms. All members of their household should follow the appropriate isolation guidance as provided by the Public Health Agency.

What happens if a child starts displaying symptoms?

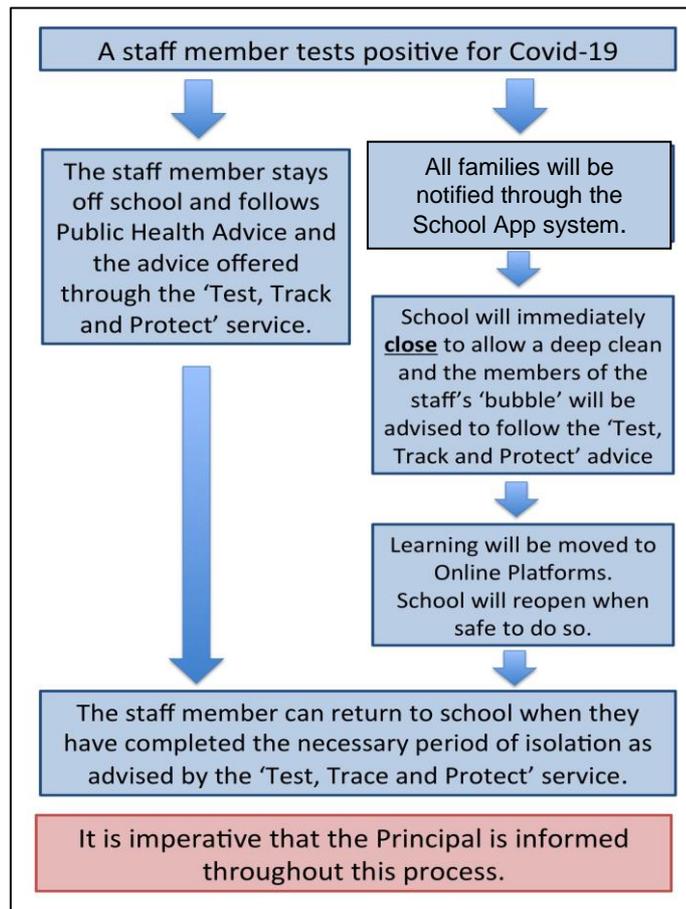
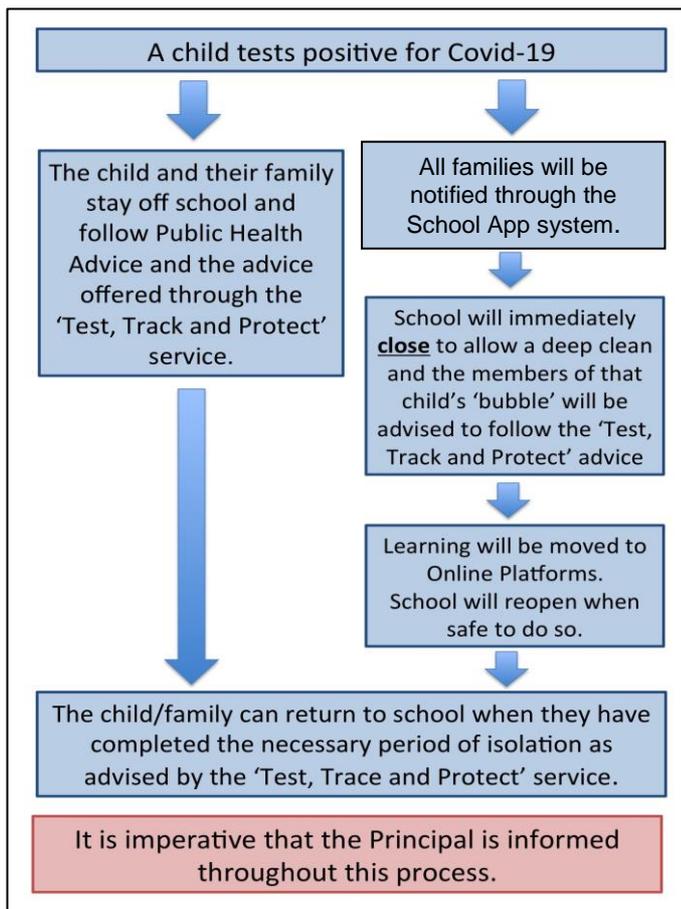


It is extremely important that the school has the parents/guardians most up to date contact details and are aware of the best number to contact first.

As you can appreciate, if your child displays symptoms, they should be collected immediately.



What happens if someone tests positive for Covid-19?



What has changed in school:

To help maintain social distancing, our school, and classrooms, have been reorganised to utilise all available space and ensure children can return to as safe an environment as possible. The layout of the classroom will be slightly different compared to previous years. Children will have their own allocated desk, which they will use throughout the school day

Class Groupings

The class groupings for the start of this school year are:

P1 & P2	P3	P4 & P5	P6&7
Mrs Mc Garvey	Miss Farley (Mr Martin)	Mrs Kerr	Mr Conroy

The children are organised into these groups, alternatively known as 'bubbles'.

To help prevent the possible spread of the virus each bubble will:

- Stay as a group throughout the day and have limited interaction with other bubbles;
- Where possible, have the same adult(s)

What Children Need:

Resources for School (these will stay in School)

In the pencil case (labelled with your child's name) should be the following:



Primary 1 and Primary 2

- 1 pack of at least 5 writing pencils
 - 1 small set of markers
 - 1 small set of crayons
- 1 small set of colouring pencils
 - 2 rubbers
 - 1 ruler
- 1 pair of children's scissors
- 1 pack of white board markers
- 1 cloth/sock for rubbing out their whiteboard
- 1 large pritt stick glue (no coloured glue sticks please)

Primary 3 to Primary 7

- 1 pack of at least 5 writing pencils
 - 1 small set of markers
 - 1 small set of crayons
- 1 small set of colouring pencils
 - 2 rubbers
 - 1 ruler
 - 1 highlighter
- 1 pair of children's scissors
- 1 pack of white board markers
- 1 cloth/sock for rubbing out their whiteboard
- 1 large pritt stick glue (no coloured glue sticks please)

All children will need:

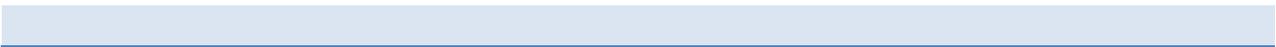
- water bottle (named) – which will stay in school
 - 6 small packets of tissues
 - 1 packet Antibacterial wipes
- 2 Hand Sanitiser (unfortunately due to allergies and skin conditions/irritations it would be preferable for parents to provide this)

It is essential all items including school uniforms are clearly labelled with pupil's name and class.

Due to CV19 we have been advised that RESOURCES MUST NOT be shared.

All these items will remain in school, and children will not be allowed to borrow/share belongings. We recommend that you have a similar pencil case which stays at home for homework.

Children are encouraged to wear a clean, fresh uniform every day and a coat is permitted. Children will be allowed to wear PE uniform on a Tuesday and Thursday to facilitate regular laundering of school uniforms. At present, we discourage the use of a school bag.



Home - School Communication:

This year we will be continuing with our normal methods to communicate with parents/ guardians to ensure that everyone is kept up to date with school events.

1) **School NI App**

Every weekend, we will send out an overview of the week's activities. Important notices/messages/letters will also be sent out through the app. Please ensure that you have downloaded the School NI App to your phone and that you are linked to St Oliver Plunkett PS Beragh.

2) **School Website**

The school website will be regularly updated with news, upcoming events and important messages.

3) **Monthly Newsletters**

Our Newsletters this year will be electronic. A link will be circulated, at the start of every month.

Our electronic newsletter is one example of how we aim to work towards reducing our carbon footprint and reducing the number of items that are transported from school to home and vice versa. We will also be changing permission slips, questionnaires, policy consultations etc. to an online platform. If you would like to discuss this change, and the technology/apps needed, please contact Mr Martin.

Appointments with Principal and/or Teachers

In St. Oliver Plunkett's, we pride ourselves on our relationship between staff and parents and encourage parents to contact us if there are any issues. This will continue to be the way, but, unfortunately due to social distancing restrictions, parents must make an appointment before visiting the school. This will allow staff to make arrangements to find a suitable and safe location.

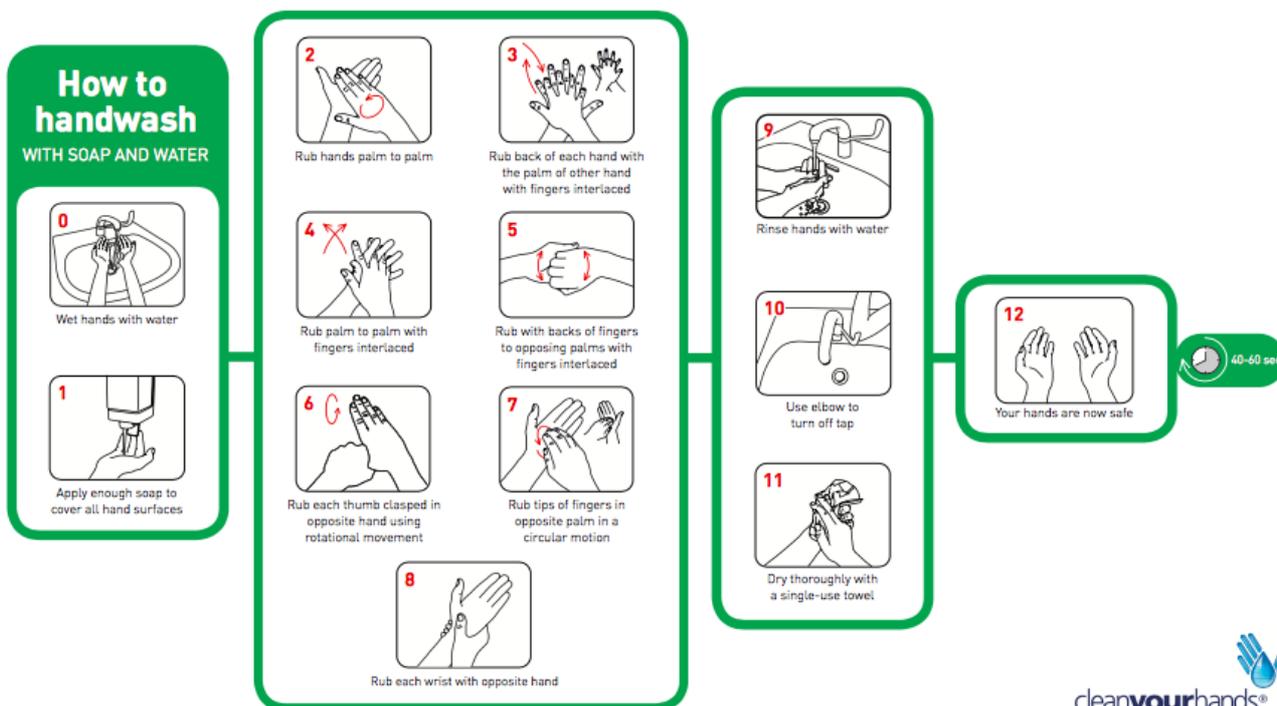
You can make an appointment by ringing the school on 028 80758594. Alternatively you can contact the Principal by emailing pmartin505@c2kni.net. Please note that queries via the school's media account will not be responded to.

The Start of A School Day:

Leaving Home

Before leaving for school in the morning, children should wash their hands thoroughly.

HAND CLEANING TECHNIQUE



www.publichealth.hscni.net



Arriving at school

In order to reduce the number of families and children arriving to school at the one time, and to follow the Department of Education’s guidance, we will be staggering arrival times. School gates will open at 9.00 and children have been divided into two groups according to alphabetical order. Group 1 will be permitted at 9.00am and Group 2 at 9:10am with lessons beginning at the normal time of 9:15am. Children who have an assigned Classroom Assistant will be met at the main school gate by that staff member.

Group 1 - 9.00am	Group 2 - 9.10am
Families with surname beginning A-L	Families with surname beginning M-Z

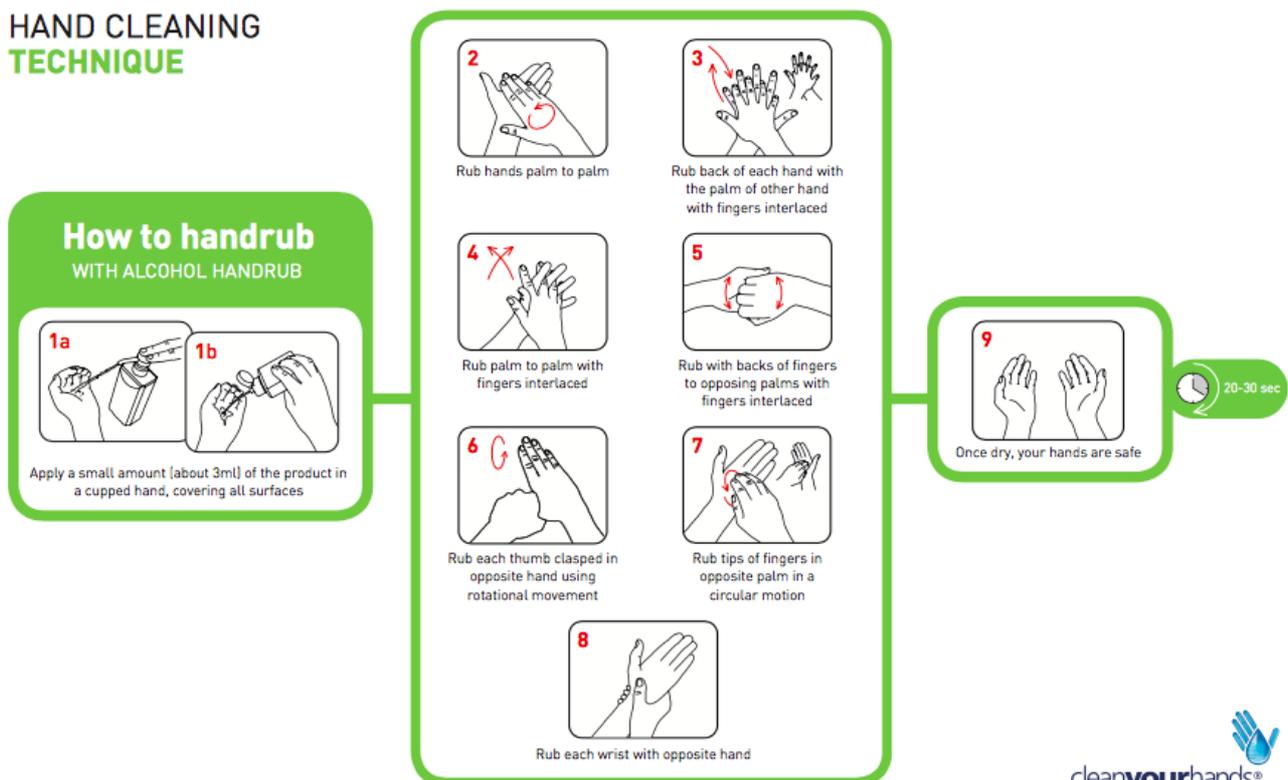
If there is an issue with the Group your child(ren) is in, please contact Mr Martin as soon as possible. A staff member will be on hand to direct the children. Parents of children in Foundation Stage P1/P2 may come with the child to the side entrance of the school (beside the P1/2 classroom) and leave their child there. Nursery parents may walk their child to the nursery entrance as normal. Parents of children in classes P3 - P7 should leave their children at the main gate and the children must walk to their classrooms in single file entering via the break out doors of each classroom.

Children arriving on school transport will be met by Mr Martin and directed to their classroom entry point.

Entering the school

When children arrive at school they should use the hand sanitiser provided at the gate and then proceed straight to their classroom.

HAND CLEANING TECHNIQUE



Whilst hand sanitiser will be available throughout the school, children are encouraged to have their own.

During the School Day:

Despite the changes highlighted throughout this document, our aim is to make school as 'normal' as possible.

Toilets

All classes must use and access the toilets adjacent to their respective classrooms only.

Toilets will be cleaned throughout the day especially after breaks and lunch, paying attention to taps, handles and toilet seats.

Children will be encouraged to only use toilets during 'designated times', for example before break and lunch, however, we are aware that this cannot always be controlled. Staff will be mindful not to send more than one child to the toilet at the same time, the only exception to this is for hand washing times and if supervised.

If a child needs to go to the toilet during break or lunch time, they will access the toilets directly using the external door and will be supervised accordingly.

Break and Lunch Times

To limit the interaction between 'bubbles', the Department of Education recommend that schools should stagger their break and lunch times. Taking this into account, this is what our 'new' school day will look like.



	9.00-9.15am	9.15-10.00am	10.00-10.15am	10.15-10.30am	10.30-10.45am	10.45-11.00am	11.00-12.00pm	12.00-12.15pm	12.15-12.30pm	12.30-12.45pm	12.45-1.00pm	1.00-1.15pm	1.15-1.30pm	1.30-1.45pm	1.45-2.00pm	2.00pm	3.00pm
P1	Red	Light Blue	Yellow	Light Blue	Light Blue	Light Blue	Light Blue	Green	Blue	Light Blue	Light Blue	Light Blue	Light Blue	Light Blue	Light Blue	Red	Light Blue
P2	Red	Light Blue	Yellow	Light Blue	Light Blue	Light Blue	Light Blue	Green	Blue	Light Blue	Light Blue	Light Blue	Light Blue	Light Blue	Light Blue	Red	Light Blue
P3	Red	Light Blue	Light Blue	Yellow	Light Blue	Light Blue	Light Blue	Light Blue	Green	Blue	Light Blue	Light Blue	Light Blue	Light Blue	Light Blue	Light Blue	Red
P4	Red	Light Blue	Light Blue	Light Blue	Yellow	Light Blue	Light Blue	Light Blue	Light Blue	Green	Blue	Light Blue	Light Blue	Light Blue	Light Blue	Light Blue	Red
P5	Red	Light Blue	Light Blue	Light Blue	Yellow	Light Blue	Light Blue	Light Blue	Light Blue	Green	Blue	Light Blue	Light Blue	Light Blue	Light Blue	Light Blue	Red
P6	Red	Light Blue	Light Blue	Light Blue	Light Blue	Yellow	Light Blue	Light Blue	Light Blue	Light Blue	Green	Blue	Light Blue	Light Blue	Light Blue	Light Blue	Red
P7	Red	Light Blue	Light Blue	Light Blue	Light Blue	Light Blue	Yellow	Light Blue	Light Blue	Light Blue	Green	Blue	Light Blue	Light Blue	Light Blue	Light Blue	Red
<div style="display: flex; align-items: flex-start;"> <div style="width: 20px; height: 20px; background-color: red; margin-right: 5px;"></div> Arrival or departure from school </div> <div style="display: flex; align-items: flex-start; margin-top: 5px;"> <div style="width: 20px; height: 20px; background-color: yellow; margin-right: 5px;"></div> Break time </div> <div style="display: flex; align-items: flex-start; margin-top: 5px;"> <div style="width: 20px; height: 20px; background-color: green; margin-right: 5px;"></div> Lunch time </div> <div style="display: flex; align-items: flex-start; margin-top: 5px;"> <div style="width: 20px; height: 20px; background-color: blue; margin-right: 5px;"></div> Play time </div>																	

School Meals

Initially all school meals and packed lunches will be eaten in the classroom and therefore children will remain in their protective 'bubbles'. There will only be one choice of dinner for the foreseeable future. A menu will be provided as per normal. **There will be no school meals for the week beginning 24th August and all children will require a packed lunch and break for this week.** School meals will commence from Tuesday 1st September. For those paying for school meals, we are asking that the correct amount of money is sent to school in a sealed envelope marked with the child's name, date and amount. No change can be given.

If your child brings a packed lunch from home, it is preferable this is brought to school in a disposable paper bag which will be binned in school (this includes drinks – non fizzy) and a disposable spoon for yogurts. Where a child forgets to bring their packed lunch from home, school will supply a school meal from our Canteen. This is to avoid parents re-entering the school building.

Break – as per school policy on healthy break – fruit only, cut and peeled in a disposable bag. Please note that snack will not be provided in P1/2 as in previous years, therefore children will be required to bring a snack with them each day.



Collection Procedures

As with school arrivals, collection and departure procedures at the end of the school day will also be staggered.

P1 will finish at 11.45am week of Monday 24th August.

P1/2 will finish as normal at 2.00pm thereafter. Those children attending the 2-3 Club will be brought to the After School room by club coordinators. Children who are being collected at 2.00pm will be lined up at the main school gate with a staff member and sent out individually as and when their parents arrive.

To facilitate the staggered collection of P3-P7 children, lessons will stop at 2.40pm. Children will exit their classrooms from break out doors of each room. Children attending 2-3 Club will leave via the main school corridor/front door accompanied by a staff member.

Children who are going home on school transport will leave school at 2.45pm.

School transport will run as normal from Monday 24th August.

Group 1 children will leave school at 2.50pm.

Group 2 children will leave school at 3.00pm.

Late Pick-Ups

In order to ensure the success of the new procedures, we ask that parents are prompt in their arrival for the allocated time. If for whatever reason this is not possible, we would ask that parents contact the school office as soon as possible to notify the school of a late pick up.

In this instance a child would remain outside within their bubble where possible or they will be taken back to their classes, while we wait for the child's parents to arrive.

WHAT YOU CAN DO AT HOME TO HELP WITH THE TRANSITION BACK TO SCHOOL:

- Talk positively to your child about restarting school
- Use a calendar to start the countdown for going back to school
- Get your child back into the school routine i.e. get to bed earlier, show them the school uniform, have a good morning routine
- Read books with your child at home
- Prepare their school uniform and have it in their bedroom for them to see
- Remind them of all the fun things they do in school e.g. see friends from their class, play outside, draw, paint etc.
- Drive past school and remind your child of the journey they will take each morning
- Ask them to talk about three happy memories of school
- Explain to the children there will be changes in how the school operates eg play time, lunch time etc.
- Ensure your child knows how to wash their hands thoroughly

PUPIL CONDUCT AND WELLBEING

The school's usual Behaviour Policy and rules for pupils are still relevant in the new school scenario, however, there are additional rules and routines pupils must now be aware of and follow. Any pupil unable to follow the school's current and amended rules will be unable to attend the school setting.

- Pupil wellbeing is paramount during their time in school.
- Children will be anxious over having missed school and their friends, ongoing news about the virus, bereavements and more.
- Part of the children's curriculum will focus on promoting good mental health, providing time to discuss their worries and concerns.
- Immediate or evolving pastoral concerns should be forward to the Designated Teacher for Safeguarding – Mrs Mc Garvey or Deputy Designated Teacher for Safeguarding – Mrs Mullin.

ADDITIONAL BEHAVIOURS PERTINENT TO COVID-19 AND SOCIAL DISTANCING

In line with DE's guidance, if a child's behaviour is deemed **high risk**, for example, refusing to adhere to safety measures, such as, hand washing, appropriate social distancing, remaining in their classroom or deliberate behaviours that put themselves or others at risk, such as spitting or deliberately coughing at others, the following sanctions and disciplinary procedures could be used:

1. Referral to Principal

2. Parents/Carers called to collect child from school immediately

3. Immediate switch from onsite education offer to online/virtual education offer for a period decided by the Principal.

4. Suspension

5. Permanent exclusion

CONTACT AND MIXING

- The interaction between classes will be kept to a minimum.
- Lines and markings will be ruled in the school and posters will be on display around the school visibly emphasising the need for social distancing and handwashing.
- Desks will be forward facing.
- Rules will be clearly discussed and displayed and staff will explain the new rules for movement around the classroom and maintaining appropriate social distancing. The pupils will be constantly reminded of the rules.
- Staff are required to maintain appropriate levels of social distancing from other adults in school and following the most up-to-date guidance on interacting safely with children.
- No more than one girl and one boy from each class may use the bathroom at the same time.
- Children should only move around the school when absolutely necessary.
- Clear procedures including a staggered starting/end times are in place.
- Maintenance officers and workmen will be admitted via the main entrance and will report to the Caretaker.
- Clear guidelines are in place for parents and visitors entering the school.
- Dropping off, collection, break and lunchtime are staggered to reduce contact.
- As far as possible children will only mix with their own class group.

EQUIPMENT & UNIFORM

Initially, children will NOT need to bring a school bag or lunch box with them to school each day (as per Department of Education Guidance August 2020). This will be reviewed in due course.

As per previous correspondence and in accordance with school uniform policy, **children will wear their usual school uniform each day but can alternate to PE uniform on a Tuesday and Thursday.** We will timetable all PE lessons for these days as far as possible. The PE uniform is available to purchase via the MFC online store. Please contact the school if you need further details on this.

ENHANCED CLEANING & HYGIENE IN SCHOOL

We take great pride in the appearance and cleanliness of our building. I am most grateful to our caretaking and cleaning staff in maintaining this high standard. Due to Coronavirus there will be an enhanced cleaning regime in school and windows will be opened to ensure a healthy circulation of air in classrooms.

Following guidance "Guidance to support safe Working in Educational Settings in Northern Ireland", children **SHOULD NOT** wear PPE (Personal Protective Equipment) e.g. face masks or face shields in school, this may be reviewed in the coming weeks/months.

The Recovery Curriculum

The 'Recovery Curriculum' will be implemented to support children and their pastoral needs when they return to school. Our recovery curriculum will give the children opportunities to revise literacy and numeracy concepts, to participate in class discussions, to engage in creative lessons which encourage social interaction, as well as extended free time to enable socialisation with children in their class.

Homework

Currently school is considering how homework will operate (in line with DE guidance). This will most likely be a mixture of online (paper packs which will be sent home and supported using Seesaw) Further information will be provided on this. There will be no homework for the first month.

School Closure (Partial/Whole School)

There may be an occasion that a class, year group or whole school will be required to close due to CV 19. This will be done after consultation with PHA, CCMS and EA. If this is the case the school will endeavour to switch to the blended learning approach or the online approach. This option will be a last resort.

There may also be times when a class is asked to stay at home if we are having difficulties with teacher cover due to CV19. As a school we will keep you up to date via email/text etc. We would ask you to work in partnership with us should this be

the case. In line with DE Guidance if there is a positive case within a class that classroom must be closed for a minimum of 4 days.

OTHER HEALTH & SAFETY MATTERS

The School has undertaken Risk Assessments and put together routines and procedures which we believe will provide effective protection. In addition, some advice from the Public Health Agency is set out below:

1. Minimise contact with individuals who are unwell by ensuring those who have coronavirus (COVID-19 symptoms) or who have someone in their household who does DO NOT ATTEND SCHOOL for a period of no less than 14 days.
2. Washing hands thoroughly for 20 seconds with running water and soap or using alcohol hand sanitiser will be an integral part of the everyday routine.
3. Ensuring good respiratory hygiene by promoting “**Catch It, Bin It, Kill It**” approach.
4. Cleaning frequently touched surfaces using standard products such as detergents and bleach.
5. Minimising contact and mixing bubbles by altering the environment (such as classroom layout) and timetables (staggered break/lunch times).

I must emphasise the importance to parents in following the guidance in point 1 and ask that you are vigilant in keeping your child at home if he/she feels unwell. It is crucial that you inform the school in the event of any person in your household being diagnosed with Coronavirus.

The arrangements outlined in this document may indeed change considerably over time.

