**Reopening of Scoil Treasa Firhouse August 31st 2020**

Dear Parents and Guardians,

I hope you and your families continue to keep safe and well.

As you are aware, our school has been closed since 12th March due to the COVID-19 situation. We are now opening our school building on Monday 31st. This will be done in line with current guidance and recommendations.

Reopening the school safely will require the co-operation of all members of our School Community. We will all be called on to play our part in ensuring that the reopening of the school is done in a safe manner which prevents the spread of the virus and allows the vital work of teaching and learning to proceed with as little disruption as possible.

We have been working on our plan for the safe reopening of the school for some weeks now.

The Department of Education and Skills **“COVID-19 Response Plan for the Safe and Sustainable Re-opening of Primary and Special Schools”** is available to read on our school website**.** We have also published our **“COVID-19 Policy Statement”** on the school website and emailed it to all parents, staff and Board of Management on August 18th.

The Response Plan gives details of:

* Physical preparation, signage, hand sanitiser stations.
* Advice, procedures and training for the safe return to working in the school for all school staff and pupils.
* General advice on how all pupils, staff, parents and visitors will prevent the spread of the virus.

**This email outlines specific procedures and routines for Scoil Treasa**

The following procedures are addressed in this email.

1. Arrival and Departure Times.
2. Drop Off and Collection.
3. Physical Distancing.
4. Hand Hygiene
5. School Books and Stationery.
6. Important Points to Note.

**Arrival and Departing Times**

See Appendix 1

**School Drop-off and Collection**

In order, as much as possible, to preserve physical distancing of 2 metres and to avoid congestion the following arrangements will apply:

1. Please arrive at your allotted time. - between 9.05- 9.20 a.m.
2. Please use lollipop lady when crossing the road
3. Walking to school is very much encouraged.
4. Parents are requested **not** to enter inside the school gates. Please bring your child to the school gate – front or back, if required and exit without delay.
5. Pupils will enter the school via their assigned gate and door and go directly to their classrooms. (See Appendix 1). We will not be lining up on the yard or having morning assemblies There will be hand-sanitising stations at entry points and in classrooms.
6. Please explain these procedures to your child and assure them that there will be teachers and SNAs to help them find their way.

**End of day School Collection**

1. Pupils will depart at the times allocated between 2.45p.m. and 3 p.m. from a variety of exits around the school. We ask that they leave the school grounds immediately. Exit points will be same as entry points – (see Appedix 1)
2. Meeting points (pupil-pupil and/or pupil-parent), where at all possible, should be arranged away from the school to preserve physical distancing and avoid congestion.

**Physical Distancing**

We have worked on procedures and routines within the school to ensure that there is as much physical distancing as is possible in the school and on the yard and school grounds

**Physical Distancing will be achieved in two ways: -**

***Increasing Separation*.** This will be achieved by reconfiguring and decluttering the classrooms to maximise physical distancing in line with guidelines circulated by the Department of Education and Skills. Each class will be referred to as a **bubble** and we will ensure that there is as little contact as possible between children in different bubbles. Within the bubbles, children will be organised into **pods.** A pod is a group of children (maximum 6) who will sit together and who will stay in their pod while in the bubble and on the yard at break times.

***Decreasing Interaction.***. This will be achieved by decreasing the potential for children from different bubbles to interact. We will have staggered breaks and each class bubble will have its own designated space for all yard breaks.

**Hand Hygiene**

1. Please ensure that your child has washed his/her hands immediately prior to coming to school.
2. Facilities will be in place to sanitise all pupils’ hands on entering the school and classroom
3. There will be hand sanitising stations in each classroom. There will be regular hand washing/sanitising breaks during the day.
4. We have installed three soap dispensers and paper hand towel dispensers in all classrooms. Pupils may bring their own hand towel in their school bag each day.
5. We would also recommend children carry their own personal hand sanitiser.

**School Books and Stationery**

1. The school uses our storage boxes as in other years
2. On arrival in school on the first day book rentals, homework journal and copies purchased will already be in place in these boxes on the child’s desk for each pupil.
3. Pupils will add their pens, pencils etc. to this box.
4. Items in this box will be for the sole use of your child – there will be no sharing of equipment,

**Important Points to Note**

* Children who have travelled from countries not on the Green List should not attend school during the 14-day self-isolation period.
* While all children will be welcome back to school, we would remind parents that, where children are displaying colds, coughs or flu like symptoms, they should not be sent to school. Children who display such symptoms in school will be isolated and parents asked to collect them from the school.
* Teachers will make children aware of the proper hygiene procedures regarding hand washing and etiquette related to sneezing and coughing. We would be grateful if you could also emphasise safe behaviour in this regard to your children at home as part of the preparation for returning to school.
* Tracksuits and polo shirts can be worn (if you wish) for the first two weeks.
* If your child, for whatever reason, is not in a position to restart school on Monday 31st August please let us know via email at [admin@scoiltreasa.ie](mailto:admin@scoiltreasa.ie) and we will be in touch with you.
* Please let us know if any of your contact details have changed. We will be communicating with parents through the Aladdin App. Please download if you have not already done so.
* Visitors to the school, including parents is by appointment only. Contact office 4513141
* Further information on COVID-19 symptoms in children is available at: -

<https://www2.hse.ie/conditions/coronavirus/if-your-child-has-symptoms.html>

Thank you for your support, patience and understanding as we prepare for a very different school reopening. We will continue to monitor our procedures and arrangements and keep them under regular review.

We will be in touch, where necessary, with further details on our reopening. If you have any questions/queries, please contact us here in the school at [admin@scoiltreasa.ie](mailto:admin@scoiltreasa.ie) or 4513141

Information also available on our website [www.scoiltreasa.ie](http://www.scoiltreasa.ie) and on the Parents’ Association Facebook page

We look forward to welcoming all of our pupils back to school on Monday August 31st

Kind regards

Gerard O’ Meara

Principal

**Appendix 1:**

**ARRIVING AND DEPARTING**

To minimise risks and to help us maintain social distancing, it will not be possible for parents/guardians to come onto the school grounds before and or after school. We would ask forparents/children’s co-operation as we try to ensure the safety and health of all members of our school communityChildren must enter the school grounds and go directly to their classrooms at the designated times set out below.

Scoil Treasa will operate a staggered start and finish during the COVID -19 Pandemic.

The following table outlines the arrival and departure times for each of the class groupings:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| CLASS | ROOMS | TEACHER | ENTRY/EXIT | ARRIVAL | DEPARTURE |
| **3rd**  **3rd** | **11**  **15** | **MS DORREPAAL**  **MS HANLY** | **Gate near carpark to**  **end door of school** | **9:05**  **9:05** | **14:45**  **14:45** |
| **3rd**  **3rd** | **12**  **16** | **MR. LENNON**  **MS MURRAY** | **Gate near carpark to**  **end door of school** | **9:10**  **9:10** | **14:50**  **14:50** |
| **4th**  **4th** | **9**  **13** | **MS HESLIN**  **MS K O’NEILL** | **Front gate. Turn right to end door of school near car park** | **9:15**  **9:15** | **14:55**  **14:55** |
| **4th**  **4th** | **10**  **14** | **MS PROCTOR**  **MR. MURPHY** | **Front gate. Turn right to end door of school near car park** | **9:20**  **9:20** | **15:00**  **15:00** |
| **5th** | **4** | **MS BRADY** | **Front gate to end door @ senior end of school** | **9:05** | **14:45** |
| **5th** | **8** | **MR. KEVILLE** | **Back Gate @ laneway** | **9:05** | **14:45** |
| **5th** | **3** | **MS CAREY** | **Front gate to end door @ senior end of school** | **9:10** | **14:50** |
| **5th** | **7** | **MS MAHONY** | **Back Gate @ laneway** | **9:10** | **14:50** |
| **6th** | **2** | **MS SWEENEY** | **Front gate to end door @ senior end of school** | **9:15** | **14:55** |
| **6th** | **6** | **MS HEFFERNAN** | **Back Gate @ laneway** | **9:15** | **14:55** |
| **6th** | **1** | **MR FLETCHER** | **Front gate to end door @ senior end of school** | **9:20** | **15:00** |
| **6th** | **5** | **MS Mc MULLAN** | **Back Gate @ laneway** | **9:20** | **15:00** |