

CBC MONKSTOWN PARK



Wash your hands for 20 secs



Use a tissue for coughs



Avoid touching your face



Briefing Document: August 2020

Welcome Back - Fáilte Ar Ais!

We've Missed You!

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COVID -19 Policy Statement- August 2020

CBC Monkstown Park is committed to providing a safe and healthy workplace for all our staff and a safe learning environment for all our students. To ensure that, we have developed the following COVID-19 Response Plan. The Board of Management and all school staff are responsible for the implementation of this plan and a combined effort will help contain the spread of the virus. We will:

- continue to monitor our COVID-19 response and amend this plan in consultation with our staff
- provide up to date information to our staff and students on the Public Health advice issued by the HSE and Gov.ie
- display information on the signs and symptoms of COVID-19 and correct hand-washing techniques
- agree with staff, a worker representative who is easily identifiable to carry out the role outlined in this plan in relation to summer provision
- inform all staff and students of essential hygiene and respiratory etiquette and physical distancing requirements
- adapt the school to facilitate physical distancing as appropriate in line with the public health guidance and direction of the Department of Education
- keep a contact log to help with contact tracing
- ensure staff and students engage with the induction / familiarisation briefing provided by the Department of Education
- implement the agreed procedures to be followed in the event of someone showing symptoms of COVID-19 while at school
- provide instructions for staff and students to follow if they develop signs and symptoms of COVID-19 during school time
- implement cleaning in line with Department of Education advice

All school staff will be consulted on an ongoing basis and feedback is encouraged on any concerns, issues or suggestions.

This can be done through the Lead Worker Representative(s), who will be supported in line with the agreement between the Department and education partners.

Signed: Gerry Horkan
(Board Chairperson)

Date: August 18th 2020.

Signed: Gerry Duffy
(School Principal)

Date: August 18th 2020.



CBC 2020-21

Welcome Back Everybody!

Student Return Dates

- Friday August 21st: New Staff Induction
- Saturday August 22nd: Lost & Found School Uniform Sale School Hall 10am
- Monday August 24th: CBC Covid - 19 Response Plan issued via e-mail to all staff/families/students
- Wednesday August 26th: All Staff Training Day – Covid - 19 Response Plan
- Thursday August 27th: Staff Planning & Departmental Meetings

Friday August 28th:

First Year students attend from 9am to 11am (No books/copies required)

Sixth Year students attend from 11.30am to 1.30pm (No books/copies required)

Monday August 31st:

First Year students attend from 8.45am to 12.30pm

Sixth Year students attend from 8.55am to 1.10pm

Fifth Year students attend from 9.15am to 11.15am (No books/copies required)

Third Year students attend from 11.30am to 1.30pm (No books/copies required)

Second Year students attend from 1pm to 3pm (No books/copies required)

Tuesday September 1st:

First, Second and Third Year students attend from 8.45am to 12.30pm

Fifth & Sixth Year = Full Day as per timetable

Transition (Fourth) Year students attend from 9.15am to 11.30am (No books/copies required)

Wednesday September 2nd: Classes for all students as per timetable

Apart from Senior and Junior Cup Rugby Squads, there will be no sports/games on Wednesday afternoons until mid-September. Rugby training for other groups and other sports (tennis, table-tennis, rowing, athletics and basketball) will be introduced on a gradual basis, pending public health advice.

Arrival on the First Day

This year the school will operate an extended staggered return to school for students. Students will return as per the amended schedule. Class tutors and year heads meet the students outside the school building (outside the reception area) at the time they are scheduled to arrive. Students will be separated into their individual tutor classes as they arrive, and the classes will be socially distanced outside the building. The year will be divided into two groups, two will go to the Hall for an assembly with Mr Duffy and the Year Head, the other two groups will go to their designated base classroom, entering via the assigned door, where they will get their timetable; be shown their allocated toilet areas, and the tutor will assign the class seating plan set out by the year-head. At this stage it would be appreciated if the tutor would begin the process of Covid-19 education for students. After an hour the groups will swap. Thank you,

G. Duffy. (School Principal).

PLANS FOR REOPENING



Dear Parents/Guardians and students,

We welcome you all to a new year in CBC – the 70th anniversary of our location at this site in Upper Mounttown Road. Lots of work has been done in advance of the full return to school. Behind the scenes, we have engaged in consultations with CBC student, parent and staff representatives as well as professional cleaning, health and safety organisations as suggested in recent government literature pertaining to the re-opening of post-primary schools.

There is a lot of information in this briefing document and I encourage you and your son to read it very carefully. This document is designed to inform and

support our school community as we all adapt to our new context. It is a 'living document' and as such is subject to change as public health guidance evolves based on our needs and appropriate HSE advice.

We are looking forward to welcoming all our students back to school and in particular, a special 'Welcome' all our new students in First Year. We have been busy putting in place all the new systems, new classroom layouts, designing new routines, new procedures and getting ready to implement our Covid-19 Policy and Response Plan. For everyone it will be a case of school, but not as we knew it! We will all have to adapt to all of the new requirements for schools to ensure a safe, secure environment where we are all doing our best to minimise the risk of Covid-19 entering CBC. To do this we must work together, to support each other in order to protect everyone by implementing the Department of Education (DES) and HSE Guidelines. The challenge of getting the school up and running and keeping safe in the context of Covid-19 is considerable. The DES 'Roadmap for the Full Return to School' makes it clear that all aspects of school life will be affected by the priority need to keep all students and staff safe. The requirement to keep the virus out of the school and to limit its spread should it reach the school community is now the primary consideration in terms of everything that happens in school.

The Department of Education are due to publish specific video information that all parents and students should watch, review together and discuss at home. These very important videos are being made for all parents/guardians and students in Ireland as we return to school. We shall add them to the College website when they are released. It is our intention to follow the advice of the National Education Psychological Service (NEPS) for schools which is “Slow Down to Move Forward”. We shall be working in a cohesive manner with students, parents and school staff to build confidence, connection and knowledge about all the changes, the expected new behaviours and procedures.



Like many other schools, we will return gradually and build upon the skills of students and staff in using remote technology that supports learning, should the situation of nationwide school closures arise again. In CBC, we use the Google Classroom Suite as our learning platform and VS Ware for our administration purposes. Students get individual e-mail addresses to use Google Classroom and parents/guardians get password codes for VS Ware. As there is still a limited cap on the number of people permitted to gather in indoor settings, all our parent queries and information channels will use e-mail or school landline phone or school mobile via this address and numbers: office@cbcmonkstown.ie / 01-2805854 / 086-8237799.

As we put in place all the required changes, our collective aim is to use common sense in being practical and flexible while keeping the health, safety and wellbeing of the entire school community in mind. With nearly 550 students and 60 adults in the building on a daily basis, you can understand that this is no simple task and that not everybody may fully agree with all the changes but we ask for your co-operation and support for our key decisions that are protecting your son, your family and friends.

We shall focus on “Increasing Physical Space and Decreasing Interactions” as well as requiring students and staff to use face-coverings and masks, practice good hand hygiene routines and maintain physical distancing of between 1m and 2m.



In order to increase space in classrooms, on corridors, in all shared areas such as the canteen, we have had to make key decisions about all of our school operating systems. Following consultation with all stakeholders and having reflected on the advice of professional experts in this area, here are some of our main decisions which follow DES guidelines for a 'new' school setting:

- We are introducing staggered morning break and lunch times for different year groups – thereby increasing space for students at these times and decreasing congestion.**
- We are introducing a 'Stay Left' flow system for movement within the building so that maximum space is being used**
- We will endeavour to permit the students opportunities to get fresh air and request that they have rain jackets with them in school.**
- All our classrooms and entrance/exit points in the building have hand-sanitising stations in place.**
- Most of our bathrooms have hot water for hand-washing and all our bathrooms have soap.**
- Students, staff, parents and any visitors to the school shall be required to use a face-covering/mask as recommended by the DES and HSE advice for school. It is recommended that students use re-usable face-coverings and when not being used they are placed in a zip lock plastic bag as per guidelines (<https://www2.hse.ie/conditions/coronavirus/face-masks-disposable-gloves.html>) We ask that face masks/coverings are respectful and appropriate for the school environment. In order to facilitate changes after break and lunch, our students should have 3 face-coverings with them each day. Visors may also be used in class only but these do not give the same level of protection as masks/cloth face coverings.**
- Students will be assigned to base rooms and shall have the majority of their classes in this room with the exception of movement to practical rooms for practical subjects, as required. These practical rooms will be cleaned after each class usage. This helps us to reduce student interactions as per DES guidelines and makes contact tracing easier to manage. Each classroom will have a built-in, wall sanitiser dispenser and wipes and anti-bacterial spray in situ.**

- In order to stagger morning breaks and lunches we have to shorten the lunch time to 30 minutes and we are requesting all students to stay on the premises. Students will finish school 10 minutes earlier at 3.40pm on Mondays, Tuesdays, Thursdays and Fridays. To facilitate these staggered breaks and lunches we are dividing the school into Bubble/Split A and Bubble/Split B – thereby reducing interactions. Bubble/Split A = 1st, 2nd, 3rd Year Students. Bubble/Split B = 4th, 5th, 6th Year Students. We will explain all these changes to students when they return on their first day (Return Dates & Times are attached at the end of this briefing document).
- Apart from the 6th Years, there will be no access for students to lockers at present and students are encouraged to bring the bare essentials to school each day. Teaching staff have been advised of this and we do not wish to see the students carrying excessive loads to school.
- There will be no access to the internet for students unless it is under the direction and supervision of the teacher for specific learning purposes as per our Acceptable Usage Policy.
- Our school's Code of Behaviour has been amended accordingly to cover all instances of misbehaviour pertaining to any Covid-19 issue such as inappropriate coughing, sneezing and communication behind a face-covering/mask.
- New routines in classrooms involving seating plans in classrooms, cleaning of desks, tables, counters, opening windows for ventilation purposes, not sharing books, stationery equipment etc. shall be introduced and carefully explained to students.
- Additional outdoor lunch tables are in place and students are encouraged to get outdoors as much as possible.
- Parents/Guardians may not enter the building without an appointment may as we endeavour to decrease interactions for the benefit of the school community. Parents/Guardians may only enter the school by confirmed appointment. If students forget an item for school (e.g. a packed lunch), parents/guardians can drop it with a named label into a receptor box at the school main entrance door.
- Our phone and e-mail systems can be used to communicate as well as using the notes in student journals to communicate with teachers and office administration. We encourage you to keep us informed and to link with your son's tutor and year-head as appropriate.
- As per DES guidelines, team-teaching supports for students with AEN or any learning need shall not be the method of delivery for support at this time. Therefore withdrawal to smaller class groups shall take place, thus reducing the class size and increasing space.

- All students wear the full school uniform as usual except on the day they have P.E. when they can wear their CBC tracksuit and CBC P.E. crested gear for the day. Hoodies are not permitted.
- Students should enter and exit the school via their designated locations.
- Respect for all is at the heart of everything that we do in CBC, respect for self, for other students, for all our staff and for all property.
- We ask that all payments are made online through our VS Ware system.
- We uphold high standards of care and cleaning in our physical building. We are adding to this with our new cleaning plans which are in place to protect everybody.



- Posters and key messages are displayed throughout the building to remind students of expected behaviours.
- We ask that everyone works together at the beginning of this new and unusual school year because quite simply it will take a few weeks for the students and staff to familiarise themselves with all the changes.
- Finally, every member of the CBC community – students, staff and parents/guardians – is asked to exercise personal responsibility in following all of our school procedures and equally to show respect for one another by exercising collective responsibility to protect each other.

Our intention is to meet each year group at least twice before classes start. Each year group will attend on their first day for two hours and we will use that time to notify everybody about all the new routines, behaviours and to learn about physical distancing which is crucial as we strive to protect our school community. Our phased return will take place over the first week and as we proceed, we shall review our progress!

Our collective return to school needs to be underpinned by a sense of safety, a sense of calm, a sense of belonging and connectedness to CBC, a sense of 'can do' by working together as a school community and a sense of hope for the future. Please be assured that the wellbeing of our students and staff is foremost in our plans and thoughts. We have two full-time student counsellors on site and the Student Support Team will operate in CBC as normal this year. Please feel free to contact us here in the school if you have particular concerns about your child. A balance approached will be the key to the successful approach to re-opening our nation's schools.

**Wash your
hands for
20 secs**

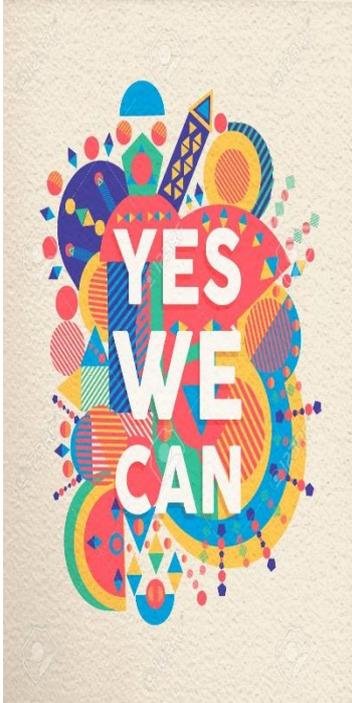


**Use a
tissue for
coughs**



**Avoid
touching
your face**

The necessity to be both practical while simultaneously still enabling our students to enjoy their learning is highlighted as a key challenge by the Department of Education. One of the key challenges for schools during this pandemic is to balance the need for a practical and sensible level of caution with the need to provide a supportive environment for students and where teachers feel able to engage with students in a way that supports their learning. In CBC we aim at all times to be practical, sensible, balanced, empathetic, understanding and supportive throughout our unprecedented journey together. May I wish you and your son every good wish and blessing for the year ahead.



G. Duffy, School Principal.

HAND HYGIENE – NIGH DO LĀMHA

Cosain tú féin agus daoine eile ó thinneas

- **Tar éis casacht nó sraoth**
- **Nuair a bhíonn tú ag tabhairt aire do dhuine tinn**
 - **Roimh agus tar éis bia a ullmhú**
 - **Sula n-itheann tú**
 - **Tar éis an leithreas**
 - **Nuair atá do lámha salach**
- **Tar éis lámh a leagain ar ghearradh, spuaic nó créacht oscailte**
- **Is féidir cuimilteoir alcóil lámhe a úsáid mura bhfuil cuma shalach ar na lámha**

CANTEEN CHANGES: Students are requested to bring in their own food and drinks for the morning break as our school canteen will be serving hot food only at the lunch-break. Our school-provider Lunchbox will announce their plans for hot lunches in due course. Microwaves will not be available for the heating of food.

What to bring with me each day?



- **Three masks/face-coverings in a Zip-Lock bag**
- **Tissues**
- **Mini hand-sanitiser**
- **Each day's relevant school books & materials**
- **Food & drink in a lunch-box/container**
- **Rain Jacket**
- **A trolley/wheeled school-bag, if required**



Avoid the Three Cs

Be aware of different levels of risk in different settings.

There are certain places where COVID-19 spreads more easily:



Crowded places

with many people nearby



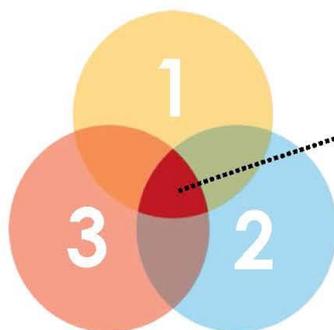
Close-contact settings

Especially where people have close-range conversations



Confined and enclosed spaces

with poor ventilation



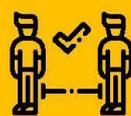
The risk is higher in places where these factors overlap.

Even as restrictions are lifted, consider where you are going and #StaySafe by avoiding the Three Cs.

WHAT SHOULD YOU DO?



Avoid crowded places and limit time in enclosed spaces



Maintain at least 1m distance from others



When possible, open windows and doors for ventilation



Keep hands clean and cover coughs and sneezes



Wear a mask if requested or if physical distancing is not possible

If you are unwell, stay home unless to seek urgent medical care.

Dealing with a Suspected Case of COVID-19 in CBC

Staff or pupils should not attend CBC Monkstown Park if displaying any symptoms of COVID-19. The following outlines how CBC will deal with a suspected case that may arise in our school setting.

A designated isolation area has been identified within the school building. The possibility of having more than one person displaying signs of COVID-19 has been considered and a contingency plan for dealing with additional cases is now in place. The designated isolation area is behind a closed door and away from other staff and pupils.

If a staff member/pupil displays symptoms of COVID-19 while attending CBC, the following are the procedures to be implemented:

- if the person with the suspected case is a pupil, the parents/guardians will be contacted immediately to collect the pupil and in the case of an adult, a consultation will take place accordingly
- isolate the person and accompany the individual to the designated isolation area via the isolation route, keeping at least 2 metres away from the symptomatic person and also making sure that others maintain a distance of at least 2 metres from the symptomatic person at all times
- the isolation area is a room where it is possible to be 2 metres away from others in the room
- if it is not possible to maintain a distance of 2 metres a staff member caring for a pupil will wear a face covering or mask. Gloves will not be used as the virus does not pass through skin
- CBC will provide a mask for the person presenting with symptoms. He/she will wear the mask while exiting the premises; staff will wear a mask and maintain a 2m social distance at all times
- management will assess whether the individual who is displaying symptoms can immediately be directed to go home/be brought home by parents who in turn will call their doctor and continue self-isolation at home
- CBC will facilitate the person presenting with symptoms remaining in isolation if they cannot immediately go home and facilitate them calling their doctor. The individual should avoid touching people, surfaces and objects. Advice will be given to the person presenting with symptoms to cover their mouth and nose with the disposable tissue provided when they cough or sneeze and put the tissue in the waste bag provided
- if the person is well enough to go home, CBC will arrange for them to be transported home by a family member, as soon as possible and advise them to inform their general practitioner by phone of their symptoms. Public transport of any kind will not be used
- if they are too unwell to go home or advice is required, CBC will contact 999 or 112 and inform them that the sick person is a COVID-19 suspect
- CBC will carry out an assessment of the incident which will form part of determining follow-up actions and recovery
- CBC will arrange for appropriate cleaning of the isolation area and work areas involved

The HSE will inform any staff/parents who have come into close contact with a diagnosed case via the contact tracing process. The HSE will contact all relevant persons where a diagnosis of COVID-19 is made. The instructions of the HSE should be followed and staff and pupil confidentiality is essential at all times.

Coronavirus COVID-19



Know the signs



High Temperature



Shortness of Breath



Breathing Difficulties



Cough

For 8 out of 10 people, rest and over the counter medication can help you feel better.

If you have symptoms, self-isolate to protect others and phone your GP. Visit [hse.ie](https://www.hse.ie) for updated factual information and advice or call 1850 24 1850.



Wash



Cover



Avoid



Clean



Stop



Distance

Protection from coronavirus.
It's in our hands.



Riailtas na hÉireann
Government of Ireland

Know the Symptoms of COVID-19

In order to prevent the spread of COVID-19 it is important to know and recognise the symptoms.

They are:

- high temperature
- cough
- shortness of breath or breathing difficulties
- loss of smell, of taste or distortion of taste



Coronavirus COVID-19



Help prevent coronavirus



Wash your hands



Cover mouth if coughing or sneezing



Avoid touching your face



Keep surfaces clean



Stop shaking hands and hugging



Keep a safe distance

The virus spreads in sneeze and cough droplets, so regularly taking the above measures helps reduce the chance of it spreading.

Visit [HSE.ie](https://www.hse.ie)

For updated factual information and advice
Or call 1850 24 1850

Protection from coronavirus.
It's in our hands.



Eolas na hÉireann
Government of Ireland



Protect yourself and others from getting sick

Wash your hands

- after coughing or sneezing
- when caring for the sick
- before and after you prepare food
- before eating
- after toilet use
- when hands are visibly dirty
- after touching cuts, blisters or any open sores
- you can use alcohol hand rub, if hands are not visibly dirty



HNC01336 RESIST Hand Hygiene Poster. Re-order on www.healthpromotion.ie



www.hse.ie/handhygiene



Some Possible Questions & Answers

Uniforms

There is no public health advice that requires students to have a fresh uniform each day.

Can students opt to wear a visor instead of mask?

The guidance is in the Response Plan (version2) page 18. <https://www.gov.ie/en/publication/7acad-reopening-our-post-primary-schools/#covid-19-response-plan-for-safe-reopening-of-post-primary-schools>

It is a requirement that students attending post primary schools wear a face covering when a physical distance of 2m from other staff or students cannot be maintained.

Cloth face coverings act as a barrier to help prevent respiratory droplets from travelling into the air and onto other people when the person wearing the face covering coughs, sneezes, talks or raises their voice. Cloth face coverings are therefore intended to prevent transmission of the virus from the wearer (who may not know that they are infected) to those with whom they come into close contact.

In certain situations, the use of clear visors should be considered, for example staff interacting with students with hearing difficulties or learning difficulties. All students on the post primary transport scheme should be asked to wear face coverings unless there is a good reason not to do so.

Cloth face coverings should not be worn by any of the following groups:

- Any person with difficulty breathing
- Any person who is unconscious or incapacitated
- Any person who is unable to remove the face-covering without assistance
- Any person who has special needs and who may feel upset or very uncomfortable wearing the face covering, for example persons with intellectual or developmental disabilities, mental health conditions, sensory concerns or tactile sensitivity.

What about masks during lunch break?

The current guidance is that everyone should physically distance 2m when not wearing a mask.

Is there more flexibility regarding the 1m provision given the requirement to wear masks/face-coverings?

There is no change. The 1m guidance still applies as set out in the framework to maintain Physical Distancing in the Classroom.

Any guidance on managing students who refuse to wear a mask or visor and do not have sensory or medical issues?

It is a requirement that students attending post primary schools wear a face covering when a physical distance of 2m from all other staff or students cannot be maintained. There has to be a good reason why a student would be allowed not to wear a face covering. The education partners are working on a protocol for students which will deal with this issue. It is expected that a refusal without good reason will be regarded in the same way as a breach of the school code of conduct.

Notwithstanding the above, cloth face coverings should not be worn by any of the following groups:

- Any person with difficulty breathing
- Any person who is unconscious or incapacitated
- Any person who is unable to remove the face-covering without assistance
- Any person who has special needs and who may feel upset or very uncomfortable wearing the face covering, for example persons with intellectual or developmental disabilities, mental health conditions, sensory concerns or tactile sensitivity.

DES Signage - One of the signs sent to schools indicates that anyone under 13 years old age should not be required to wear a face covering.

This is not the case in post-primary schools. The DES, in the Response Plan (version 2), states that it is a requirement that students attending post primary schools wear a face covering when a physical distance of 2m from other staff or students cannot be maintained.

Will there be a facility for teachers/staff and pupils to be tested straight away when people present with symptoms of Covid 19?

The Government aims to have rapid testing for anyone displaying symptoms – this will also apply in the case of school staff and pupils.

Does a teacher or student who displays COVID 19 symptoms have to undergo a test before they can return to work/school?

The public health advice on what to do if experiencing COVID-19 symptoms can be found here: <https://www2.hse.ie/conditions/coronavirus/symptoms.html> The teacher must self-isolate, contact their GP who will arrange for a test.

Are parents obliged to tell schools if they or their children have tested positive for Covid?

The HSE will advise close contacts of anyone with a suspected or confirmed case of COVID-19. Parents should follow the advice of the HSE in these situations.

What are the guidelines for a school if a parent works abroad for periods of time and then returns home. Do their children continue to come to school or do they remain at home for a period?

The general public health advice for returning to Ireland having worked abroad should be followed by the person who has worked abroad (in this case the parent). This will not prevent that person's children from attending school. The parent should follow all of the HSE guidelines on their return home.

Are siblings of suspected Covid cases also to be isolated in school prior to collection from building?

No. The advice in relation to dealing with a suspected case is set out in the HPSC health advice on reopening schools and in the School COVID-19 Response Plan. The person (staff or pupil) with the symptoms should go home to self-isolate, contact their GP for advice and the HSE will then decide, based on the circumstances in each case, what constitutes a close contact for the purpose of deciding who else in the school/family requires to self-isolate and/or be tested.

If a pupil is sent home with suspected Covid and is asked to isolate and await a test, what happens to their siblings in other classes?

It is a matter for the HSE to advise as to who is considered a close contact and therefore required to either self-isolate and or present for testing. See answer to the question above.

If a pupil complains of being unwell and is isolated and sent home should siblings of the pupil be isolated and go home also?

No. See answer to questions directly above.

Impact of a suspected case.

Are all families of children in the class informed if there is a suspected case?

Are all families of children to include siblings informed- including neighbouring schools?

The HSE will inform any staff/parents who have come into close contact with a diagnosed case via the contact tracing process. The HSE will contact all relevant persons where a diagnosis of COVID-19 is made. The instructions of the HSE should be followed and staff and pupil confidentiality is essential at all times.

Is there a definitive published procedure for dealing with suspect Covid 19 cases both with children and teachers?

Yes. The HPSC public health on reopening schools and the School COVID-19 Response Plan sets out a step by step guide of how to manage a suspected case and includes a checklist to ensure that all the steps are followed at Appendix 7 of the School Response Plan.

Steps to be taken when pupils / staff present with symptoms? If presenting just one symptom or will there be a checklist i.e. pupil must present with minimum 3 symptoms before acting?

This is dealt with on the advice as to how to deal with symptoms which states that if you have ANY common symptom of COVID-19 you should follow the steps set out. Link attached again for ease of reference. <https://www2.hse.ie/conditions/coronavirus/symptoms.html>

If there is a Covid case in the school, is it the responsibility of the school or the HSE to let parents know?

This is dealt with at Section 8 of the School COVID-19 Response plan which states that it is the HSE who will inform parents/staff who have come into close contact with a diagnosed case via the contact tracing process. The HSE will contact all relevant persons where a diagnosis of COVID19 is made. The instructions of the HSE should be followed and staff and pupil confidentiality is essential at all times.

Please outline the procedure in relation to pupils displaying symptoms in school

This is dealt with at Section 8 of the School COVID-19 Response Plan.

If we have one suspected case must we close that room for 72 hours? And does that mean leaving that class at home for 72 hours?

The HPSC public health advice on reopening schools (page 22 cleaning/disinfecting rooms where a pupil or staff member with a suspected case was present) and the School COVID-19 Response Plan Section 7 Page 25 and 26) sets out the cleaning regime that should apply. It does not require the room to be out of use for 72 hours – “once the room has been cleaned and disinfected and all surfaces are dry, the room can be reused”. 72 hours is referenced only for the double bagging of waste before it is presented for general collection.

If a pupil has a suspected case and the parent is advised to contact their GP for possible testing, should the school ask for a medical cert confirming a positive or negative test – or is it sufficient to take parent's word on the matter?

It is not appropriate for the school to look for a medical certificate of a positive/negative result.

Parents and staff should follow the HSE advice on what to do if experiencing COVID-19 symptoms.

What about pupils with medical conditions who have been told that they can go back to school, but parents don't want to send them?

Some pupils or their parents may be experiencing anxiety about the return to school in a Covid19 context to such an extent that the pupil does not return as expected.

All schools are expected to support such pupils in making a full return to school and to provide supports to ensure their anxiety is managed in such a way as to enable them to engage productively in learning in school. The Department will provide further guidance on how to support high risk students in the coming days.

What if a parent or other member of a household has to self-isolate? Do the children in the family still attend school?

The HSE will advise who within a family are considered close contacts and who should self-isolate and/or present for testing.

Will the Dept of Ed draft specific guidelines/letter to parents re going back to school e.g. parents not to send children into school with temperatures?

The Department has prepared a national media campaign to run later in the month of August to provide advice and support to parents and pupils on school reopening. It will include issues such as advice on staying at home if unwell.

If a pupil gets on the school bus and is sneezing/coughing etc, is the escort responsible for not letting the pupil on the bus?

Parents have been advised not to send their child to school and/or on school transport if they display symptoms of COVID-19. Equally if a pupil displays symptoms in school the parents should be contacted to collect the child and they must not use school transport. If a pupil starts to show symptoms on the school bus, they should continue to the school, be brought to the isolation area and parents contacted immediately to bring them home.

If a pupil is sent home with suspected Covid 19 what is necessary for their return? - Doctor's note?

Parents and pupils are to follow the HSE advice including to self-isolate while awaiting a test. If the outcome of the test is negative and the pupil is symptom free, they should return to school. If the test is positive the HSE will advise on appropriate next steps in the circumstances.

Who supervises a pupil or staff member presenting with symptoms, while waiting to be taken home?

The school should make the necessary arrangements from the existing staff to allow an adult to supervise the pupil with symptoms while awaiting collection by parents/guardians.

What about a pupil who has travelled to a non-green list country with the last 14 days?

The Department has issued an email to all schools on this matter which states: 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. This means staying indoors in one location and avoiding contact with other people and social situations as much as possible. This is the position which schools should adopt in managing this issue at school level.

Can a school refuse admission to a pupil who is presenting with Covid-19 symptoms?

The advice to parents and schools is that nobody should attend school or work if they have COVID19 symptoms. That advice should be reiterated to parents. It will also form part of the national media campaign on school reopening.

Taking temperatures.

The Response Plan does not provide for the taking of temperatures. It is not the role of the school to take anyone's temperature

Advice re extra-curricular activities and what is allowed i.e. in sport.

Schools should refer to the HPSC guidance on Return to Sport.

Meeting parents of incoming students.

Current regulations restrict outside groups to no more than six people. Schools might explore other options such as online meetings.

Physical Education.

Minimise equipment sharing and clean shared equipment between uses by different people. Shower facilities shall not be available for use by students due to the increased risk associated with communal shower facilities and areas. This shall be reviewed in line with government guidance

CBC Monkstown Park Covid Response Plan Further Appendix Notes

| | |
|---|---|
| Junior Bubble: 1 st , 2 nd , 3 rd , Year students | Senior Bubble: 4 th , 5 th , 6 th Year students |
| Pods: Year group 1 / Year 2 / Year 3 | Pods: Year group 4/ Year 5 / Year 6 |
| Sub-pods: Class groups | Sub-pods: Class groups |
| | |

Access to the School

- All members of the school community will wear a mask and follow sneezing and hand hygiene etiquette. Should a member of the school be unable to wear a mask for medical or psychological reasons, this should be discussed with the principal and/or year-head and arrangements for a visor will be made.
- Access to the school building is limited this year. We ask parents to contact the College via phone or e-mail. Meetings should take place remotely, at a time convenient time and location. Face-to-face meetings will only occur with the permission of the principal.
- Parents are asked to encourage students to check that they have all necessary equipment and lunch before leaving home every morning. If it is essential to drop something to the school, parents should telephone reception in advance to arrange a time and should use the intercom to request permission from the receptionist to open the door. No parent or visitor will be permitted to enter reception without the permission of the receptionist and without signing the contact tracing form in reception.
- Staff members are asked to use the main door at reception only for entry and exit using their individual fob to open the door at reception.
- Staff are asked to park in the lower car park, or the spaces outside the pyramid building. Staff should not park at the back of the school near the entrance to the Montessori and Infant area, as this road and area will used as an access point throughout the day.
- Each year group will be assigned an entrance/exit point.
 - 6th Years; doors in basement, via path at bike-shed
 - 5th Years; stairs to B3 corridor, accessed by walking past the principal's office, and around the outside of the tarmac-fenced pitches. Students should not use the path or stairs near the bike-shed.
 - Transition Year students; doors to B2 corridor, accessed by walking past the principal's office, on the inside path between the Home Economics room and the tarmac-fenced football pitches. Students should no use the path or stairs near the bike-shed.
 - 3rd Years; fire doors beside staff room. Students must use the steps at reception and walk past the staffroom. Students are not permitted to use the steps beside the bike-shed.
 - 2nd Years; Carrickbrennan steps and doors, which can be accessed via new gate at Carrickbrennan Road, or via the main gate.
 - 1st Years; Carrickbrennan steps and doors, which can be accessed via new gate at Carrickbrennan Road, or via the main gate.
- Students should not arrive early for school, but in time to go straight to the assigned classroom.
- At the end of the school day, the teacher will walk the students to the designated entry door to supervise social distancing on the corridor.

General Classroom Guidelines

- Students will be allocated a seat by their Year Head, this seating plan must be adhered to at all times for all base classes. Any changes must be discussed with the Year Head in advance, as it will apply across all base classes.
- When students are in option or language classes or for senior classes, they will be seated according to their base class seating plan where possible.
- Homework should be e-mailed to the teacher.
- Apart from 6th Years, students do not have a locker, and are not permitted to store materials in the classroom overnight. They will carry every item, every day. Teachers are asked to be aware of this in their teaching plans and adjust work accordingly.
- Access to the toilets is only during class time. Teachers must note the time students leave and return to the classroom on VS Ware.
- Each year group will have an assigned toilet block:
 - 6th Year and 5th Year – Toilets on C3
 - 3rd Year and 4th Year – Toilets on B1
 - 2nd Year – Toilets on C2
 - 1st Year – Toilets on C1
- Students must not use the Toilet block assigned to another Year group, and must not access the toilets during lunch and break times.

After-School Activities

- There will be no afterschool activities pending a risk assessment, and the approval of a Covid-19 plan by the relevant sports/games/activity co-ordinators.
- Students will have PE class as per timetable. The PE Teacher will assign each student a changing area.

Lunch Times for Students

No student has permission to leave the school grounds during lunch. Breaks and lunches are staggered.

Bubbles will have break and lunch at the same time. 1st, 2nd, 3rd Year students will have break and lunch at the same time. 4th, 5th, 6th Year students will have break at the same time. Students are expected to remain within their individual sub-pod or class group during these times. There can be no mix and mingling across the pods or between sub-pods.

Students will be outside for lunch except in the case of a weather advisory! Students should bring a rain-coat to school every day, as even in light drizzle they will be outside. The principal and deputy-principal will decide if breaks are to be held inside and will announce this on the intercom. Students must observe social distancing during lunch, 2 meters when mask is removed. There will be no lunch-break on Wednesdays as classes finish at 1.10pm.

| Year Group | Designated Area for Dry Day |
|------------------|--------------------------------|
| 1st Years | Grass Area outside staffroom |
| | Grass Area outside bike shed |
| | Grass Area at Edmund Rice Flag |
| | Grass Area at Statue |
| 2nd Years: | Grass Area 1 at container |
| | Grass Area 2 at container |
| | Grass Area 3 at container |
| | Grass area 4 at container |
| 3rd Years | Upper Court 1 |
| | Upper Court 1 |
| | Upper Court 2 |
| | Upper Court 2 |
| Transition Years | Grass Area outside staffroom |
| | Grass Area outside bike shed |
| | Grass Area at Edmund Rice Flag |
| | Grass Area at Statue |
| 5th Years: | Grass Area 1 at container |
| | Grass Area 2 at container |
| | Grass Area 3 at container |
| | Grass area 4 at container |
| 6th Years | Upper Court 1 |
| | Upper Court 1 |
| | Upper Court 2 |
| | Upper Court 2 |

| Year Group | Designated Area for Wet Day |
|------------------|---|
| 1st Years | C1 Corridor outside Art Room |
| | C1 Corridor outside C1-11 |
| | C2 Corridor outside DP office |
| | C2 Atrium |
| 2nd Years: | C1 Link Corridor to locker area |
| | C2 Link Corridor Atrium to before stairs area |
| | C2 Link Corridor |
| | B2 Link Corridor |
| 3rd Years | C3 Corridor |
| | C3 Link Corridor |
| | Hall |
| | Hall |
| Transition Years | Hall |
| | Hall |
| | B3 Corridor (B-3-5 up to B-3-7) |
| | B3 Corridor (Outside B-3-4) |
| 5th Years: | B3 Link Corridor |
| | B3 Corridor |
| | B3 Corridor |
| | B2 Corridor bottom of stairs |
| 6th Years | 6 th Year Locker Area 1 |
| | 6 th Year Locker Area 2 |
| | 6 th Year Locker Area 3 |

Each Class group will be assigned an area within the College for lunch on a wet day.

Illness

We ask parents and teachers to use personal and professional judgement and not present at school if displaying any Covid-19 symptoms. Students who are unwell during the day should be sent to office, where they will be dealt with on a case-by-case basis. A student with Covid-19 symptoms will be isolated and collected by parents or a nominated adult immediately. A confirmed case will be dealt with according to the advice on the day from the HSE. Currently, the room should be cleaned thoroughly, and not used until all surfaces are dry.