



Réamhrá

Tá an Plean Freagartha Covid-19 seo deartha chun tacú leis an bhfoireann agus leis an mBord Bainistíochta bearta a chur ar bun chun scaipeadh Covid-19 a chosc i Scoil Oilibhéir.

Sa Phlean Freagartha Covid-19 tugtar sonraí na bpolasaithe agus na gcleachtas is gá do scoil a chomhlíonadh de réir 'Prótacal Sábháilteachta um Filleadh ar an Obair' an Rialtais, Plean na Roinne Oideachais agus Scileanna le haghaidh athoscailt Scoileanna agus le scaipeadh Covid-19 i dtimpeallacht scoile a chosc. Cuimsítear sa phlean an chomhairle reatha maidir le bearta chun scaipeadh an Covid-19 sa phobal a chosc mar atá eisiithe ag an bhFoireann Náisiúnta Éigeandála Sláinte Poiblí (NPHE).

Tá sé tábhachtach múineadh agus foghlaim scoil-bhunaithe a atosú agus áiseanna scoileanna a athoscailt leis an bprótacal agus go laghdófaí an baol do dhaltaí, don fhoireann agus do dhaoine eile a oiread is féidir. Mar go bhfuil an chomhairle a eisiónn NPHE ag forbairt i gcónaí, d'fhéadfadh an prótacal seo agus na bearta a bheith le leanúint ar an mbainistíocht agus an lucht foirne athrú chomh maith.

Tacóidh an plean freagartha le hathoscailt inbhuanaithe ár scoile agus é mar phríomhchuspóir againn sláinte na foirne agus na ndaltaí a chosaint le linn dúinn riachtanais oideachais agus forbartha na leanaí sa scoil a chur chun cinn.

De réir an Phrótacail Sábháilteachta Filleadh ar an Obair, beidh cumarsáid láidir agus cur chuige comhoibríoch idir an Bord Bainistíochta, an fhoireann, na daltaí agus na tuismitheoirí de dhíth le fillleadh ar an obair go sábháilte agus go leanúnach.

Tá cúnaimh agus comhoibriú na mball foirne, na ndaltaí, na dtuismitheoirí/na gcaomhnóirí, na gconraitheoirí agus na gcuairteoirí go léir ríthábhachtach do rath an phlean.

Déantar gach iarracht cruinneas na faisnéise a thugtar sa cháipéis seo a chinntiú. Ach má fheictear earráidí nó easnaimh, déan teagmháil linn ionas gur féidir na gníomhartha cuí a dhéanamh le hiad a cheartú.

Nóta: Is cáipéis bheo oibre é an plean agus féadfar é a athbhreithniú agus a leasú le treoir nua ó www.Gov.ie, www.dbei.ie, www.hse.ie, www.hpsc.ie, www.hsa.ie; www.education.ie; a chur san áireamh.



Polasaí COVID-19 Scoil Oilibhéir

Tugann an polasaí COVID-19 seo forléargas ar ár dtiomantas mar scoil i leith fheidhmiú an phlean agus cabhróidh sé linn scaipeadh an víris a chosc. Beidh an polasaí sínithe agus dátaithe ag an bPríomhoide agus ag Cathaoirleach an Bhoird Bhainistíochta agus cuirfear in iúl é do lucht foirne, daltaí, tuismitheoirí agus daoine eile.

Tá Scoil Oilibhéir tiomanta do láthair oibre shábháilte shláintiúil a chur ar fáil dár bhfoireann agus timpeallacht sláinte foghlama a sholáthar dár ndaltaí uile. D'fhonn sin a chinntiú, tá an Plean Freagartha COVID-19 seo forbartha againn. Tá an Bord Bainistíochta agus foireann uile na scoile freagrach as feidhmiú an phlean seo agus cabhróidh a gcomhiarracht le scaipeadh an víris a mhoilliú. An plean:

- Leanfar le faireachán leanúnach ar an bhfreagairt COVID-19 agus leasófar an plean seo i gcomhairle le lucht foirne
- Cuirfear faisnéis suas chun dáta ar fáil don fhoireann agus do na daltaí faoin gcomhairle Sláinte Phoiblí a eiseoidh an FSS agus an Rialtas (Gov.ie)
- Cuirfear comharthaí agus siomptóim COVID-19 agus na modhanna cearta le lámha a ní ar taispeáint
- Aontófar ionadaí obrithe leis an bhfoireann a bheidh inaitheanta go héasca leis an ról atá imlínithe sa phlean seo maidir le soláthar samhraidh a chomhlíonadh
- Cuirfear béasaíocht riachtanach sláinteachais agus riospráide, agus an bhéasaíocht maidir le scaradh fisiciúil in iúl don fhoireann agus do na daltaí uile
- Déanfar an scoil a oiriúnú don scaradh fisiciúil de réir mar is cuí faoi threoir agus faoi stiúir na Roinne Oideachais agus Scileanna
- Coinneofar loga teagmhálacha le rianú teagmhálacha a éascú
- Cinnteofar go mbeidh an fhoireann agus na daltaí páirteach sna seisiúin ionductaithe/cleachtaithe a chuirfidh an Roinn Oideachais agus Scileanna ar fáil
- cuirfear na nósanna imeachtaí comhaontaithe atá le leanúint i gcás go léiríonn duine éigin siomptóim COVID-19 agus iad ar scoil i bhfeidhm
- cuirfear treoracha ar fáil do lucht foirne agus do dhaltaí a bheidh le comhlíonadh acu má fhorbraíonn siad comharthaí agus siomptóim COVID-19 le linn am scoile
- cuirfear glantachán i bhfeidhm de réir chomhairle na Roinne Oideachais agus Scileanna
- Beifear i gcomhairle le gach ball foirne ar bhonn leanúnach agus spreagfar aiseolas faoi aon údar imní, saincheisteanna nó moltaí atá acu.
- Is féidir é seo a dhéanamh trí Phríomhionadaí na nOibríthe Anne Marie Ní Chonghaile

Tugann an polasaí COVID-19 seo forléargas ar ár dtiomantas mar scoil i leith fheidhmiú an phlean agus cabhróidh sé linn scaipeadh an víris a chosc. Beidh an polasaí sínithe agus dátaithe ag an bPríomhoide agus ag Cathaoirleach an Bhoird Bhainistíochta agus cuirfear in iúl é do lucht foirne, daltaí, tuismitheoirí agus daoine eile.

Sínithe:

Aon Scleirgh.

Dáta: 21 Lunasa 2020



1. Pleanáil agus Ullmhú don Fhilleadh ar an Scoil

Tá sé d'aidhm ag an mBord Bainistíochta atosú an teagasc agus na foghlama sa scoil agus fillleadh na foirne ar an láthair oibre a éascú. Ní mór an fillleadh ar an obair a dhéanamh go sábháilte ag cloí go dlúth le comhairle agus le treoracha na n-údarás sláinte poiblí agus an Rialtais.

Foirgnimh na Scoile

- Seiceáil an gá an córas uisce a shruthlú ag asraonta tar éis úsáid íseal chun galar Legionella a chosc;
- Seiceáil an ndearnadh trealamh na scoile agus aeráil mheicniúil a sheiceáil le haghaidh comharthaí meath nó damáiste sula n-úsáidfear arís iad
- Seiceáil ar cuireadh tús le bailiú araidí bruscair agus le seirbhísí riachtanacha arís.

Comharthaíocht

Beidh fógraí a léiríonn comharthaí agus siomptóim COVID-19 agus a thacaíonn le sláinteachas maith láimhe agus riospráide curtha in áiteanna feiceálacha ar fud na scoile. Tabharfaidh fógraí treoir do pháistí chuig a seomraí ranga freisin.

Nós Imeachta um Fhilleadh ar Obair

D'fhonn fillleadh ar an láthair oibre, ní mór do lucht foirne foirm Fhilleadh ar an Obair a chomhlánú, agus tá sé sin ar fáil go leictreonach nó ón bPríomhoide. Tá cóip chrua ceangailte leis seo in **Aguisín 1**.

Níor cheart foirm Fhilleadh ar an Obair a chomhlánú ach **3 lá ar a laghad** roimh aon dáta molta um fhilleadh ar an láthair oibre.

Ar an fhoirm chomhlánaithe a fháil, soláthróidh an Príomhoide sonraí faoin **Oiliúint Ionduchtaithe** atá le comhlíonadh ag an bhfoireann roimh fhilleadh ar an láthair oibre agus sonraí faoi aon bhearta breise sláinte agus sábháilteachta a bheidh ar bun sa scoil d'fhonn fillleadh an bhall foirne ar shaoráid na scoile a éascú.

2. Filleadh ar an obair go sábháilte agus Príomhionadaí na nOibrithe

Beidh an fhreagracht maidir le Plean Freagartha Covid-19 a fhorbairt agus a fheidhmiú agus na bearta rialaithe a bhaineann leis ar an mBord Bainistíochta agus ar cheannasaíocht na Scoile go príomha.

Déantar foráil sa phrótacal um Fhilleadh ar an Obair go Sábháilte le haghaidh gnáthaimh chomhaontaithe idir an bhainistíocht agus an fhoireann le Príomhionadaí Oibrithe a cheapadh chun ról ar leith a líonadh.

Is é ról an ionadaí oibrithe a chinntiú go gcloítear leis na bearta Covid-19 sa láthair oibre mar a leanas;

- Oibriú i gcomhar le bainistíocht na scoile chun sábháilteacht, sláinte agus leas fostaithe a chinntiú, a mhéid is indéanta le réasún, maidir le COVID-19;
- Dea-chleachtais sláinteachais a chur chun cinn i gcomhar le bainistíocht na scoile, cosúil le lámha a ní go rialta agus dea-bhéasaíocht riospráide a choimeád chomh maith le scaradh sóisialta de réir comhairle sláinte poiblí.
- Cabhrú le bainistíocht na scoile bearta a chur i bhfeidhm chun COVID-19 a choimeád faoi chois san áit oibre de réir an Phrótacail um Fhilleadh ar an Obair agus comhairle sláinte poiblí reatha;
- Monatóireacht a dhéanamh, i gcomhar le bainistíocht na scoile, ar chomhlíonadh na mbearta a cuireadh i bhfeidhm chun scaipeadh COVID-19 a chosc.
- Dul i gcomhairle le comhghleacaithe maidir le hábhair a bhaineann le COVID-19 san ionad oibre.
- Uirill a dhéanamh chuig bainistíocht na scoile thar ceann a gcomhghleacaithe maidir le hábhair a bhaineann le COVID-19 san ionad oibre

Má bhíonn aon ábhar imní nó tuairim ag ball foirne maidir leis an bPlean Freagartha Covid-19 agus na bearta rialaithe nó faoi chomhlíonadh na mbearta rialaithe sin ag baill foirne, tuismitheoirí/caomhnóirí, conraitheoirí nó cuairteoirí, ba cheart dóibh teagmháil a dhéanamh le Príomhionadaí na nOibrithe a dhéanfaidh teagmháil dá réir leis an bPríomhoide/Bord Bainistíochta.

Ainm(neacha) Phríomhionadaí na nOibrithe:	Mionsonraí Teagmhála
ANNE MARIE NÍ CHONGHAILE	



Tá gach ball foirne, tuismitheoir/caomhnóir, conraitheoir agus cuairteoir, mar dhaoine aonair agus i dteannta a chéile, freagrach as aird chuí a thabhairt ar a sláinte agus a sábháilteacht féin agus ar shláinte daoine eile agus as cuidiú le cur i bhfeidhm Phlean Freagartha Covid-19 agus na bearta rialaithe gaolmhara.

3. Ráiteas Sábháilteachta agus Measúnú Riosca

Is ionann an COVID-19 agus guais i gcomhthéacs sláinte agus sábháilteachta i dtimpeallacht na scoile.

Déanfaidh an scoil athbhreithniú ar a ngnáthaimh éigeandála maidir le sábháilteacht tine, garchabhair, timpistí agus teagmhais chontúirteacha le haon riosca nua a eascraíonn as Plean Freagartha COVID-19 a chur san áireamh. Is ceart aon athrú a dhéantar ar ghnáthaimh éigeandála reatha na scoile a chlárú.

Níor cheart d'aon dalta atá ag fillleadh ó thíortha thar lear teacht ar scoil gan 14 lá féinleithlisiú a dhéanamh más gá de réir srianta an Rialtais. Ba cheart do bhaill na foirne atá ag fillleadh ó thíortha thar lear an Fhoirm FAO a líonadh agus cloí le riachtanais an Fhéinleithlise.

4. Comhairle ghinearálta maidir le scaipeadh an víris a chosc

D'fhonn cosc a chur ar scaipeadh COVID-19 tá sé tábhachtach go mbeadh eolas agus aitheantas agat ar na siomptóim. Seo iad:

- ✓ Teocht ard
- ✓ Casacht
- ✓ Giorra anála nó deacrachtaí anála
- ✓ Cailleadh bolaidh, blaiste, nó saobhadh blaiste

Is é an bealach is fearr le scaipeadh COVID-19 a chosc i scoil ná an riosca go dtabharfaí an galar isteach i suíomh na scoile a íoslaghdú ar an gcéad dul síos.

Is féidir é sin a bhaint amach trí na bearta seo a leanas:

- Tuiscint ar COVID-19 agus ar na comharthaí a bhaineann leis a ardú i measc na foirne, na ndaltaí, na dtuismitheoirí agus na gcuariteoirí.
- Comhairle a chur ar bhaill foirne agus ar thuismitheoirí daltaí a bhfuil siomptóim COVID-19 orthu, nó galair thógálacha géarmhíochaine eile orthu, gan freastal ar scoil, glaoc ar a ndochtúir teaghlaigh agus treoir FSS maidir le féinleithlisiú a leanúint.
- Comhairle a chur ar bhaill foirne agus ar thuismitheoirí daltaí a aithníodh ag an FSS mar theagmhálaí le duine le COVID-19 gan freastal ar scoileanna agus comhairle FSS a leanúint maidir le sriangluaiseachta.
- A chinntiú go bhfuil a fhios ag an bhfoireann agus ag na daltaí cad atá le déanamh má mhothaíonn siad siomptóim ar scoil.
- Ba chóir go ndéanfaidh gach duine a thagann isteach i bhfoirgneamh na scoile sláinteachas láimhe a chleachtadh le díghalrán láimhe.
- Níor cheart do chuariteoirí teacht chuig an scoil i rith an lae ach amháin trí shocrú roimh ré a dhéanamh agus ba cheart bualadh leo ag pointe teagmhála ar leith.
- Ar a laghad uair amháin gach lá, buailfidh an príomhoide isteach go dtí na seomraí chun na nósanna imeachta nua a mheabhú agus chun na páistí a mholadh as a gcuid iarrachtaí
- Cinnteoidh an Roinn Oideachais agus Scileanna go gcuirfear an chomhairle uasdáthaithe go léir chuig na scoileanna. Socróidh Scoil Oilibhéir go ndáilfear an chomhairle seo ar bhaill foirne, ar dhaltaí agus ar chuariteoirí go pras.

Is ceart do bhaill foirne, tuismitheoirí agus chuariteoirí cloí i gcónaí leis an gcomhairle agus leis na treoracha is déanaí ó na húdaráis sláinte phoiblí maidir le cosaint a thabhairt dóibh féin agus do dhaoine eile in aghaidh an riosca atá cruthaithe ag an víreas Covid-19.

<https://www2.hse.ie/coronavirus/>



5. An riosca go scaipfear COVID-19 a bhainistiú

Nigh na lámha go rialta

Tá níochán rialta na lámha le gallúnach agus uisce éifeachtach le COVID-19 a chealú.

Lean treoracha an FSS maidir le níochán na lámha:

Tá comhairle úsáideach ón FSS maidir leis na lámha a ní ar fáil ag an nasc seo a leanas:

<https://www2.hse.ie/wellbeing/how-to-wash-your-hands.html>

Sláinteachas Lámha agus Díghalróirí Lámha

Is féidir sláinteachas lámha a bhaint amach chomh maith trí úsáid a bhaint as díghalróirí lámha (nuair a bhíonn na lámha glan).

Tá sé níos éasca feidhm a bhaint as díghalróirí lámha i dtimpeallacht na scoile chun cur isteach ar mhúinteoireacht agus ar fhoghlaim a sheachaint agus chun plódú foirne agus daltaí a bheadh ag fanacht le háiseanna níochán lámha a úsáid a sheachaint.

Beidh siad ar fáil ag pointí iontrála agus imeachta agus i ngach seomra ranga.

Ná teagmhaigh le súile, le srón ná le béal

Cén fáth? Teagmhaíonn na lámha le mórán dromchlaí agus is féidir leo víris a phiocadh suas. Nuair a éilítear iad, is féidir leis na lámha an víreas a aistriú chuig súile, srón nó béal.

Scaradh Fisiciúil

Moltar scaradh fisiciúil le scaipeadh an ionfhabhtaithe a laghdú sa láthair oibre.

Cleachtaigh sláinteachas riospráide

Déan cinnte go gcleachtaíonn tú féin agus na daoine mórthimpeall ort dea-shláinteachas riospráide. Ciallaíonn sé seo do bhéal agus do shrón a chlúdach le ciarsúr páipéir nó le d'uillinn lúbtha nuair a dhéanann tú casacht nó sraoth. Faigh réidh láithreach leis an gciarsúr páipéir úsáidte.

Le dea-chleachtais sláinteachais agus níochán ceart rialta na lámh is féidir cabhrú le scaipeadh an víris a stopadh. Tá sé ríthábhachtach mar sin go gcloíonn gach ball foirne leis an gcomhairle seo agus go nglacann siad chomh docht agus is féidir leis na cleachtais a leanas

Le déanamh:

- Na lámha a ní i gceart agus go minic
- An béal agus an tsrón a chlúdach le ciarsúr páipéir nó le do mhuinchille nuair a dhéanann tú casacht agus sraoth.
- Ciarsúir úsáidte a chur sa bhosca bruscair agus do lámha a ní
- Nithe agus dromchlaí a dteagmhaítear go minic leo a ghlanadh agus a dhíghalrú.

Ná déan:

- Teagmháil le súile, le srón nó le béal mura bhfuil na lámha glan.
- Rudaí a dhéanann teagmháil le do bhéal a chomhroinnt - mar shampla buidéal, cupáin, sceanra srl.



Daoine le riosca fíor-ard (fíorleochaileacha)

Tá grúpaí ardriosca aitheanta sna treoirínte reatha sláinte phoiblí. Tá na grúpaí leagtha amach ag an FSS mar a leanas, ina n-áirítear daoine

- atá os cionn 70 bliain d'aois - fiú má tá siad ábalta agus folláin
- a raibh trasphlandú orgáin acu
- atá faoi cheimiteiripe ghníomhach le haghaidh ailse
- atá faoi raiditheiripe ghníomhacht le haghaidh ailse scámhóige
- a bhfuil ailse fola nó smeara ar nós leicéime, liomfóma nó mialóma orthu agus atá in aon chéim cóireála
- atá ag fáil imdhíon-teiripe nó aon chóireáil antasubstainte don ailse
- atá ag fáil aon chóireáil ailsedhíithe eile a chuirfeadh isteach ar an gcóras imdhíonachta, ar nós coscairí próitéin chionáise nó coscairí PARP
- a fuair trasphlandú smeara nó gaschille le sé mhí anuas, nó atá ag caitheamh drugaí imdhíon-sochta go fóill
- dianriochtana riospráide lena n-áirítear fiobróis chisteach, asma dian, fiobróis scamhógach, galar scáineach scamhóige agus galar Scamhóige Toirmeascach Ainsealach (COPD)
- a bhfuil riocht acu a chiallaíonn go bhfuil ardriosca ann go bhfaigheadh siad ionfhabhtú (ar nós SCID, corráncill homaisigeach)
- atá ag caitheamh cógais a d'fhéadfadh níos mó ionfhabhtú a cheadú (dáileoga arda stéaróideacha nó teiripí imdhíon-sochta)
- a bhfuil dianriocht croí orthu agus atá torrach

Is ceart do bhaill foirne sa ghrúpa seo féinfhógairt a dhéanamh ar an bhfoirm Filleadh ar an Obair má chreideann siad go bhfuil siad in ardriosca. Tá sonraí i dtaobh na socruithe saoire atá i bhfeidhm curtha timpeall agus le fáil ón Roinn Oideachais agus Scileanna.

Mura mbíonn an Bord/Príomhoide cinnte an mbaineann baill foirne leis an roinn ardriosca seo, iarrfar comhairle ón tSeirbhís Sláinte Cheirde.

6. Bearta Rialaithe

Tá réimse bearta rialaithe curtha i bhfeidhm leis an riosca go scaipfeadh an víreas Covid-19 a laghdú agus le sábháilteacht, sláinte agus leas bhaill foirne, daltaí, tuismitheoirí/caomhnoirí agus cuairteoirí a chosaint a oiread is féidir laistigh den scoil.

Tugtar forléargas ar na bearta rialaithe sa cháipéis seo.

Déanfar athbhreithniú leanúnach ar na bearta rialaithe seo agus déanfar uasdátú orthu mar is gá ar bhonn leanúnach.

Tá sé ríthábhachtach go mbeidh baill foirne, tuismitheoirí/caomhnoirí agus cuairteoirí eolach faoi na bearta rialaithe atá léirithe agus go gcloifidh siad leo, agus go mbeidh siad ag comhoibriú go hiomlán leis na riachtanais sláinte agus sábháilteachta uile.

Ba chóir do bhaill foirne go háirithe a thabhairt faoi deara go bhfuil dualgas dlí orthu faoi Alt 13 den Acht um Shábháilteacht, Sláinte agus Leas ag an Obair, 2005 na riachtanais sláinte agus sábháilteachta a chomhlíonadh agus cúram réasúnta a ghlacadh maidir lena sláinte agus a sábháilteacht féin, a gcomhghleacaithe agus páirtithe eile sa láthair oibre.

Tá na bearta rialaithe seo a leanas curtha ar bun:

i. Foirm Filleadh ar an Obair

Beidh ar bhaill foirne foirm Filleadh ar an Obair (FFO) a chomhlánú 3 lá ar a laghad roimh fhilleadh ar láthair na scoile (féach Roinn 3 thuas). Is é is cuspóir don fhoirm FFO deimhniú a fháil ón bhfoireann, de réir a n-eolas, nach bhfuil aon siondróm den Covid-19 acu agus nach bhfuil scaradh ná clutharú á dhéanamh acu orthu féin ná nach bhfuil siad ag feitheamh ar thorthaí triail Covid-19.



ii. Oiliúint Ionduchtaithe

Déanfaidh an fhoireann uile Oiliúint Ionduchtaithe Covid-19 agus críochnóidh siad í roimh fhilleadh ar fhoirgneamh na scoile. Is í aidhm na hoiliúna seo a chinntiú go mbeidh láneolas agus tuiscint ag an bhfoireann ar na nithe seo:

- An chomhairle agus an treoir is nuashonraithe faoin sláinte phoiblí
- Siomptóim Covid-19
- Cad atá le déanamh má fhorbraíonn ball den fhoireann nó dalta siomptóim Covid-19 ar scoil
- Forléargas ar an bplean freagartha Covid-19

Coinneofar an fhoireann ar an eolas go hiomlán faoi na bearta rialaithe atá ar bun sa scoil agus faoi na dualgais agus na freagrachtaí atá orthu maidir le scaipeadh Covid-19 a chosc agus maidir le haon athruithe ar na bearta rialaithe nó ar an treoir atá ar fáil ó na húdaráis sláinte poiblí.

Má bhíonn baill foirne neamhchinnte faoi aon ghné den Plean Freagartha Covid-19, na bearta rialaithe a ghabhann leis, nó a gcuid dualgas, ba cheart dóibh treoir a lorg láithreach ón bPríomhoide.

iii. Béasaíocht Sláinteachais agus Riospráide

Tá sé ríthábhachtach go mbeadh gach ball foirne, dalta, tuismitheoir/caomhnóir, agus cuairteoir eolach ar chleachtas mhaithe sláinteachais lámh agus riospráide, agus go gcleachtóidh siad iad.

Beidh cáipéisí treorach agus póstaer Eolais ar fáil in ionaid éagsúla i saoráid na scoile. Taispeánfar na póstaer eolais go feiceálach in ionaid chúil laistigh d'fhoirgneamh na scoile lena n-áirítear oifigí, dorchaí, limistéar na foirne, seomraí ranga agus ionaid leithris. Tá siad ann le heolas a thabhairt agus a le tábhacht an tsláinteachais mar bhealach le scaipeadh an víris Covid-19 agus sláinte agus sábháilteacht a chosaint a mheabhrú do chách.

Beidh áiseanna níos álainn lámhe agus / nó díghalráin lámh ar fáil ag go leor áiteanna laistigh den scoil agus beidh siad ar fáil i ngach seomra ranga.

iv. Úsáid Trealamh Cosanta Pearsanta (TCP)

Is gá anois do bhaill foirne clúdaigh aghaidhe a chaitheamh i gcás nach féidir achar fisiciúil 2 mhéadar a choinneáil ó bhaill foirne eile, ó thuismitheoirí, ó chuireoirí riachtanacha nó ó dhaltaí.

Ní mór TCP a úsáid freisin ag gníomhaíochtaí oibre nó i limistéir oibre áirithe. D'fhéadfaidís seo a leanas a bheith san áireamh:

- Cúram dlúthpearsanta a dhéanamh
- Má aithnítear cás amhrasta COVID-19 le linn don scoil a bheith i mbun oibriúcháin
- Sa chás go bhfuil ball foirne an-leochaileach maidir le hionfhabhtú ach nach bhfuil siad i liosta na ndaoine a rangáitear mar dhaoine i ngrúpaí atá i bhfíorbhaol, nó go bhféadfaidís a bheith ina gcónaí le daoine atá i gcatagóir na ndaoine atá i bhfíorbhaol.
- Garchabhair a thabhairt
- Cruinnithe Tuismitheoirí Múinteoirí.

Sa chás go gcuireann an fhoireann cúram sláinte ar fáil do leanaí a bhfuil riachtanais leighis acu i dtimpeallacht na scoile, ba cheart dóibh réamhchúraimí caighdeánacha a chur i bhfeidhm de réir gnáthchleachtas.

Limistéir Fáiltithe

Tarlóidh aon idirghníomhú leis an rúnaí trí fhuinneog dhúnta na hoifige. Níl cead ach ag beirt san oifig ag aon am amháin.



Masc/Clúdaigh Aghaidhe - <https://www2.hse.ie/conditions/coronavirus/face-masks-disposable-gloves.html>

Ní mholtar go gcaithfeadh páistí bunscoile masc/clúdach aghaidhe ach dá mb'fhearr le tuismitheoirí go gcaithfeadh páiste é, níl aon fhadhb ag an scoil leis sin. Caithfidh an páiste bheith in ann an masc a bhainistiú – ní bheidh cead ag baill foirne aon mhasc a láimhseáil.

Is gá anois do bhaill foirne clúdach aghaidhe a chaitheamh nuair nach féidir achar fisiciúil 2 mhéadar ó bhaill foirne eile, ó thuismitheoir, ó chuaríteoir riachtanach nó ó dhalta, a choinneáil.

Caithfidh gach ball foirne scáthlán aghaidhe. Is faoin mball foirne é aire a thabhairt dá scáthlán féin agus an príomhoide a chur ar an eolas más gá ceann eile a fháil.

Tá soláthar masc aghaidhe indiúscartha ag Scoil Oilibhéir mar chúl taca do bhaill na foirne má tá gá leis agus do chuaríteoirí

Clúdach Aghaidhe: Moltar go láidir do thuismitheoirí clúdach aghaidhe a chaitheamh más féidir leo nuair:

- atá páistí á dtabhairt go/á bhailiú ó scoil
- atá siad ar láthair na scoile
- atá cúis acu teacht isteach i bhfoirgneamh na scoile, tá clúdach aghaidh **riachtanach**

Ní chuireann clúdach aghaidhe nó masc a chaitheamh deireadh leis an ngá fanacht sa bhaile má tá airíonna breoiteachta ar dhuine.

Lámhainní

De ghnáth, ní bhíonn úsáid lámhainní indiúscartha sa scoil oiriúnach ach d'fhéadfadh sé a bheith riachtanach le haghaidh nithe ar nós glanadh, suíomhanna cúraim phearsanta nó nuair a bhíonn garchabhair á tabhairt. Ní chosnaíonn gnáthúsáid an duine féin agus d'fhéadfadh go nochtadh sé daoine eile do riosca ó lámhainní éillithe. Ní féidir gnáthúsáid lámhainní indiúscartha a chur in ionad sláinteachais lámh.

Naprúin

D'fhéadfadh naprúin a bheith oiriúnach freisin i gcúinsí áirithe lena n-áirítear chun freastal ar riachtanais chúraim phearsanta nó don bhfoireann atá sannta do limistéar a ghlanadh ina raibh cás amhrasta nó deimhnithe COVID-19.

v. Glantachán

Tá socruithe déanta le haghaidh glantacháin níos rialta agus níos iomláine de limistéir agus dromchlaí laistigh den scoil.

Déanfar comhlíonadh agus dromchlaí a ndéantar teagmháil leo go minic a ghlanadh go rialta agus go hiomlán, go háirithe leithris, murláin doirse agus cistineacha. Déanfar an glantachán go rialta agus aon uair a bhíonn sé le feiceáil go bhfuil saoráidí nó dromchlaí salach.

Beidh fáil ag gach ball foirne ar tháirgí glantacháin agus beidh orthu a limistéir oibre féin a choinneáil glan.

Is ceart don fhoireann a limistéar oibre a ghlanadh agus a dhíghalrú go hiomlán roimh agus tar éis iad a úsáid gach lá.

Beidh bailiúchán rialta ann de mhálaí dramhaíle úsáidte ó oifigí agus ó limistéir eile laistigh d'áis na scoile.

Ní mór do bhaill foirne a gcuid trealamh agus uirlisí féin a úsáid agus a ghlanadh (cupán, sceanra, pláta srl).

vi. Rochtain ar shaoráid na scoile / ar na loga teagmhála

Is de réir ghnáthaimh chomhaontaithe na scoile a cheadófar rochtain ar fhoirgneamh na scoile.

Déanfar socruithe le haghaidh chuaríteoirí riachtanacha ar nós conraitheoirí agus tuismitheoirí/caomhnóirí a shrianadh le haghaidh cuspóirí riachtanacha amháin agus beidh siad teoranta dóibh siúd a bhfuil cead faighte roimh ré acu ón bPríomhoide.

Caithfidh gach cuairteoir chun na scoile masc an t-am ar fad agus meabhrófar dóibh faoin scaradh fisiciúil agus faoin mbéasaíocht riospráide agus iarrfar orthu gan lámh a leagan ar aon rud gan chúis.

Coimeádfar loga sonracha faoi theagmhálacha foirne agus daltaí. Féach chomh maith an loga teagmhála do chuaríteoirí in Aguisín 3.

vii. Gnáthamh Garchabhrach/Éigeandála

Beidh feidhm i gcónaí leis an ngnáthamh caighdeánach Garchabhrach/Éigeandála atá i Scoil Oilibhéir



7. Déileáil le cás amhrasta Covid-19

Ní ceart do bhaill foirne a bhfuil aon siomptóm den Covid-19 á léiriú acu freastal ar an scoil. Tugtar forléargas thíos ar an gcaoi a dtabharfaidh Scoil Oilibhéir faoi chás amhrasta a d'fhéadfadh teacht chun cinn le linn an lá oibre.

Tá Seomra Leithlise Ainmnithe (SLA) sa halla, san áit ina mbíodh an seomra stórais spóirt. Tá fuinneog *perspex* ar an seomra seo anois.

Má léiríonn dalta siomptóim den Covid-19 i Scoil Oilibhéir cuirfear na nósanna imeachta seo a leanas i bhfeidhm:

- Cuirfidh an múinteoir ranga gloch ar an bPríomhoide.
- Rachaidh an príomhoide chun an páiste a bhailiú ón doras seachtrach.
- Déanfar teagmháil láithreach leis na tuismitheoirí/caomhnóirí chun an dalta a bhailiú agus míneofar dóibh gur gá an dalta a bhailiú ag doras seachtrach an halla
- Déanfar an dalta a leithlisiú sa SLA
- Rachaidh ball na foirne leis an dalta go dtí an SLA, bainfear úsáid as doirse seachtracha agus cosáin sheachtracha nuair is féidir
- Coinneofar achair 2m i gcónaí ón dalta
- Déanfar cinnte de go bhfanann gach duine eile níos mó na 2m ón dalta
- Tabharfar masc don dalta agus caithfidh siad é
- Munar féidir achair 2m a choinneáil, caithfidh ball na foirne atá in éineacht leis an dalta masc.
- Tá sé ríthábhachtach go bhfuil uimhreacha éigeandála ag gach tuismitheoir ar phróifíl *Aladdin* an pháiste.
- Fanfaidh an dalta le siomptóim san SLA go mbaileofar é/í. Fanfaidh an ball foirne lasmuigh den SLA
- Déanfar measúnú ar an teagmhas le húsáid le gníomhartha leantacha agus téarnamh a dheimhniú.
- Má tá an dalta maith go leor le dul abhaile, eagrófar é (mar a scríobhtar thuas) go dtógfadh duine gaolta leo abhaile iad chomh luath agus is féidir.
- Cuirfear comhairle ar a dtuismitheoirí/gcaomhnóirí gur cheart dóibh teagmháil a dhéanamh leis an dochtúir teaghlaigh chun na siomptóim a mhíniú dó/di.
- Níor cheart iompar poiblí a úsáid
- Má tá an dalta róthinn le dul abhaile nó má tá comhairle ag teastáil, glaofar ar 112 nó 999 déarfai leo gurbothar COVID é/í an dalta tinn

Má léiríonn ball na foirne siomptóim den Covid-19 i Scoil Oilibhéir cuirfear na nósanna imeachta seo a leanas i bhfeidhm:

- Cuireann ball na foirne an oifig ar an eolas go bhfuil cúnamh agus feitheoireacht ag teastáil ina seomra agus fágann siad an seomra
- Cabhróidh an cúramóir leis an mball foirne teagmháil a dhéanamh leis an dochtúir agus/nó duine gaolta /cara leo chun iad a bhailiú mura bhfuil siad in ann tiomáint.
- Mura bhfuil duine ar fáil chun cabhrú leis an duine tinn, cuirfear gloch ar otharcharr
- Fanann an Ball Foirne san SLA fad is atá an síob ag teacht
- Níl cead ag baill eile na foirne dul abhaile leo
- Leantar na nósanna céanna chun SLA agus seomra ranga a ghlanadh



I ngach cás, eagrófar glanadh oiriúnach don SLA agus do na ceantair eile oibre.

Cuirfidh an FSS aon bhall foirne/tuismitheoirí atá tar éis a bheith ina ndlúth-theagmhálaí le cás deimhnithe tríd an gcóras rianú teagmhálaí. Déanfaidh an FSS teagmháil le gach páirtí ábhartha nuair atá cás COVID deimhnithe. Ba cheart teoracha an FSS a leanúint agus tá rúndacht na foirne riachtanach an t-am ar fad.

7.1 Glanadh tar éis chás amhrasta COVID

- eagrófar glanadh oiriúnach don SLA agus do na ceantair eile oibre a bhí bainteach leis
- Gheofar réidh le haon bhrúscar ar bhealach slán sábháilte
- Déanfaidh na páistí na lámha a dhíghalrú agus rachaidh siad go spás lasmuigh nuair is féidir.
- Déanfar dianghlánadh agus díghalrú ar an seomra ranga ina raibh siad

8. Dualgais na Foirne

Tá dualgas reachtúil ar an bhfoireann aire réasúnta a thabhairt dá sláinte agus dá sábháilteacht féin agus do shláinte agus do shábháilteacht a gcomhghleacaithe agus daoine eile. D'fhonn fillleadh sábháilte ar an obair a éascú, áirítear i measc na ndualgas seo, iad seo a leanas, gan a bheith teoranta dóibh:

- Cloí le Plean Freagartha Covid-19 na Scoile agus leis na beartarailaithe atá imlínithe. Tá comhoibriú agus cúnamh na foirne uile riachtanach leis an riosca go scaipfidh Covid-19 a laghdú agus le sláinte agus sábháilteacht a chosaint sa scoil a oiread is féidir. Táról tábhachtach ag an bhfoireann go léir.
- Comhordú agus comhoibriú lena gcomhghleacaithe le cinntiú go gcoinnítear an scaradh fisiciúil.
- Siomptóim an Covid-19 a fhoghlaim dóibh féin agus faireachán a dhéanamh ar a bhfolláine féin.
- Scaradh a dhéanamh orthu féin sa bhaile agus teagmháil a dhéanamh go pras lena ndochtúir má léiríonn siad aon siomptóm den Covid-19.
- Gan fillleadh ar an scoil ná freastal uirthi ar chúis ar bith má tá siomptóim Covid-19 acu.
- Má thagann aon siomptóm den Covid-19 chun cinn orthu agus iad laistigh d'áis na scoile, is ceart dóibh cloí leis an nós imeachta atá imlínithe thuas.
- An fhoirm Filleadh ar an Obair a chomhlánú sula bhfillleann siad ar an obair.
- A chur in iúl don Phríomhoide má tá aon chúis eile ann a bhaineann le Covid-19, nach luaitear ar an bhfoirm, ar ghá dóibh iad a nochtadh ionas gur féidir leo fillleadh go sábháilte ar an láthair oibre.
- Ní mór dóibh Oilíuint Ionduchtaithe Covid-19 a chríochnú chomh maith le haon oilíuint eile atá riachtanach sula bhfillleann siad ar an scoil.
- Ní mór a bheith ar an eolas faoi chleachtais dhea-shláinte agus dea-bhéasa riospráide agus cloí leo.
- Fanacht ar an eolas faoi chomhairle uasdáitithe na n-údarás sláinte poiblí agus cloí leo.

9. Bainistiú neamhláithreachta a bhaineann le Covid

Déanfar bainistiú ar neamhláithreachta a bhaineann le Covid-19 de réir na nósanna imeachta atá aontaithe leis an Roinn Oideachais agus Scileanna.

10. Clár Cúnaimh agus Folláine d'Fhostaithe

Tá sé d'aidhm ag an mBord Bainistíochta cosaint agus tacaíocht a thabhairt do shláinte agus d'fholláine (fhisiciúil, mheabhrach, spioradálta srl) gach ball foirne agus iad ag obair, cibé acu a bhfuil siad ag obair in áis scoile nó sa bhaile nó lasmuigh den obair. Tuigtear don Bhord Bainistíochta go bhfuil tacaíocht agus cur chun cinn sláinte agus folláine na foirne thar a bheith tábhachtach sa chomhthéacs reachta mar a bhfuil dúshlán mhóra cruthaithe ag an bpaindéim Covid-19 don saol pearsanta, teaghlaigh agus sóisialta agus go bhfuil sé ag cur isteach agus ar shocruithe oibre.

Tá sé d'aidhm ag an mBord Bainistíochta timpeallacht chultúrtha agus oibre a thacaíonn le hiompar sláintiúil agus le folláine na foirne agus beidh uirlisí agus treoir línte sláinte agus folláine á gcur ar fáil go leanúnach don bhfoireann agus eagrófar clár, tograí agus imeachtaí oiriúnacha tacaíochta.

Is tréimhse dúshlánach atá ann do chách. Má fhulaingíonn aon bhall foirne strus nó imní maidir leis an obair nó na socruithe oibre, tugtar cuireadh dóibh labhairt go hoscailte faoi leis an bpríomhoide.



Aguisín 1

Ceistneoir COVID-19 Roimh Fhilleadh ar an Obair

Ceistneoir COVID-19 Roimh Fhilleadh ar an Obair

Is ceart don fhoireann an ceistneoir a chomhlánú 3 lá ar a laghad roimh fhilleadh ar an obair.

Más 'Tá' an freagra ar aon cheann de na ceisteanna thíos, moltar duit comhairle leighis a lorg roimh fhilleadh ar an obair.

Ainm:

Ainm na Scoile: Scoil Oilibhéir

Ainm an Phríomhoide: ANTÓIN Ó CLÉIRIGH

Date: _____

	Ceisteanna	Tá	Níl
1.	An bhfuil siomptóim de chasacht, fiabhras, ardteocht, scornach thinn, sileadh sróna, easpa anála nó fliú ort faoi láthair nó an raibh le 14 lá anuas?		
2.	An bhfuil diagnóis ionfhabhtú COVID-19 deimhnithe nó amhrasta déanta ort le 14 lá anuas?		
3.	An bhfuil comhairle tugtha duit ag an FSS go raibh gar-theagmháil agat le duine a bhfuil diagnóis ionfhabhtú deimhnithe nó amhrasta COVID-19 déanta orthu le 14 lá anuas?		
4.	An bhfuil comhairle tugtha ag dochtúir duit tú féin a scaradh ag an am seo?		
5.	An bhfuil comhairle tugtha ag dochtúir duit tú féin a chlutharú ag an am seo?		
6.	An bhfuil comhairle tugtha ag dochtúir duit go bhfuil tú i ngrúpa ardriosca? Má tá labhair le do dhochtúir agus le do Phríomhoide maidir le filleadh ar an obair.		

Deimhním, ar feadh m'eolais, nach bhfuil aon siomptóm de COVID-19 agam, nach bhfuilim do mo scaradh féin ná ag fanacht le torthaí triail COVID-19. Tabhair faoi deara: Tá na sonraí íogaire pearsanta seo á mbailiú ar mhaithe le sábháilteacht sa láthair oibre a chaomhnú i bhfianaise na paidéime Covid-19. Tá an bonn dlí le bailiú na sonraí seo bunaithe ar leasanna rithábachtacha poiblí agus cothabháil na sláinte poiblí agus coinneofear iad slán de réir an pholasaí coinneála.

Sínithe_ _____



Aguisín 2

Teimpléad Riosca Cóivid-19 (Déanann an liosta tagairt do Cóivid-19 mar riosca agus do na socruithe rialuithe atá ag teastáil chun deileáil leis an riosca seo)

Hazards Rioscaí	An bhfuil an riosca ann?	Cén riosca é?	Leibhéal an riosca A=ard M=Measartha Í=íseal	Rialuithe (nuair a bheidh na rialuithe go léir ann laghdófar an riosca)	An bhfuil an rialú seo ann?	Beart/Líosta gnímh/Rialuithe le déanamh *Tá an leibhéal riosca ag tagairt do na rialuithe fós le déanamh sa cholún seo	Duine freagrach	Síniú agus data comhlánaithe an rialaithe
Cóivid-19	T/N	Galar	H	Plean Freagartha Scoile Cóivid-19 ann agus ag teacht le treoir na Roinne Oideachais agus Scileanna agus le Prótacal Sábháilteachta athfhilleadh ar obair agus Treoir na Sláinte Poiblí Díghlarú ag gach seomra Dianghlánadh déanta ar an scoil ar fad Uisce te curtha i ngach seomra Postaeir ar crochadh le meabhrú do dhaoine Pobal na scoile curtha ar an eolas faoi chóras nua don teacht isteach agus don imeacht Pobal na scoile curtha ar an eolas faoi rialacha an Rialtais faoin taisteal thar lear	✓	<i>Cur i bhfeidhm eiseamláireach</i> Treoir shláinte phoiblí an Roinn Sláinte (FSS) maidir le dea- chleachtas sláinteachas agus riospráide a leanúint Ráiteas Polasaí Scoile Cóivid-19 a chomhlánú Foirmeacha Filleadh ar Obair faighte agus léite Traenáil Ionduchtaithe Déanta Rolla a choimeád den bhfoireann, de dhaltaí agus de chuirteoirí	Gach duine Antóin agus an BB Gach duine Gach duine Anna	

Mas gá rialú riosca ard (A)amháin nó níos mó a dhéanamh, d'fhéadfadh go mbeadh baol gortú ard a bheith ann agus chaithfí gníomhú láithreach. Más measartha(M) é an riosca ní mór deileáil leis a luaithe agus is féidir. Más íseal (I) é an riosca ba chóir é a mhaolú chomh luath agus is praiticiúil.

Measúnú riosca déanta ag : Shirley Cleary

Dáta: 22 Lúnasa 2020



Aguisín 3

Ainm na Scoile: Seoladh na Scoile:

Loga Rianú Teagmhála do Chuartheoirí chun na scoile

Scoil Oilibhéir

An Chúil Mhín, Cluain Saileach, Baile Átha Cliath 15, D15 PX99

Teagmhálaí na Scoile le haghaidh fiosruithe: ANTÓIN Ó CLÉIRIGH

Uimhir theagmhála teileafóin/ seoladh ríomhphoist le haghaidh fiosruithe:

085-1616016 priomhoide.scoil.oilibheir@gmail.com

Ainm an Chuartheora	Am Iontrála chun na scoile	Am Imeachta ón scoil	Fáth na cuairte (Conraitheoir, Tuismitheoir, Eile)	Más conraitheoir, ainm agus seoladh na cuideachta	Sonraí teagmhála an chuartheora	Dáta na Cuairte	Na daoine ar bhuail an cuairteoir leo (líne ar leith do gach duine ar bhuail an cuairteoir leo)	An méid ama a caitheadh le gach duine sa scoil

Aguisín 4

Teacht isteach agus imeacht ón scoil ag bun na cáipéise seo



A Covid-19 Response Plan is designed to support the staff and Board of Management (BOM)/Education Training Board (ETB) in putting measures in place that aim to prevent the spread of Covid-19 in the school environment. The Covid-19 Response Plan details the policies and practices necessary for a school to meet the Government's 'Return to Work Safely Protocol', the Department of Education plan for school reopening and to prevent the introduction and spread of Covid-19 in the school environment.

It is important that the resumption of school-based teaching and learning and the reopening of school facilities complies with the public health advice and guidance documents prepared by the Department. Doing so minimises the risk to pupils, staff and others. The response plan supports the sustainable reopening of school where the overriding objective is to protect the health of staff and pupils while promoting the educational and development needs of the pupils in the school. The COVID-19 response plan is a living document and will be updated in line with the public health advice as appropriate for primary and special schools.

In line with the Return to Work Safely Protocol, the key to a safe and sustainable return to work, and reopening of schools requires strong communication and a shared collaborative approach between the BOM/ETB, staff, pupils and parents.

The assistance and cooperation of all staff, pupils, parents, contractors and visitors is critical to the success of the plan.

Every effort is made to ensure the accuracy of the information provided in this document. However, should errors or omissions be identified, please notify us so that appropriate measures can be taken to rectify same.

This a live document and will be reviewed when required, in line with DES and HSE Public Health Advice.


School COVID-19 Policy

A COVID-19 policy outlines the commitment of the school to implement the plan and help prevent the spread of the virus. The policy will be signed and dated by the chairperson and principal of the BOM/ETB and brought to the attention of the staff, pupils, parents and others. Schools must have a COVID-19 policy in place prior to the reopening of schools for the 2020/21 school year.

Scoil Oilibhéir is committed to providing a safe and healthy workplace for all our staff and a safe learning environment for all our pupils. To ensure that, we have developed the following COVID-19 Response Plan. The BOM 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 pupils 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 pupils of essential hygiene and respiratory etiquette and physical distancing requirements
- Adapt the school to facilitate physical distancing as appropriate in line with the guidance and direction of the Department of Education and Skills
- Keep a contact log to help with contact tracing
- Ensure staff and pupils engage with the induction / familiarisation briefing provided by the Department of Education and Skills
- 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 pupils to follow if they develop signs and symptoms of COVID-19 during school time
- Implement cleaning in line with Department of Education and Skills 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 Anne Marie Ní Chonghaile

This COVID-19 policy outlines our commitment as a school to implement the plan and help prevent the spread of the virus. The policy will be signed and dated by the Principal and Chairperson of the Board of Management and brought to the attention of staff, pupils, parents and others.

Signed: 

Date: 21 August 2020



1. Planning and Preparing for Return to School

The Board of Management aims to facilitate the resumption of school based teaching and learning and the return to the workplace of staff. The return to the work must be done safely and in strict adherence to the advice and instructions of public health authorities and the Government.

School Building

- Check the water system needs flushing at outlets following low usage to prevent Legionella disease;
- Check school equipment and mechanical ventilation has been checked for signs of deterioration or damage before being used again;
- Ensure bin collections and other essential services resumed.

Signage

Signage outlining the signs and symptoms of COVID-19 and to support good hand and respiratory hygiene will be displayed prominently around the school.

Signs and notices will also direct children to classes

Procedure for Returning to Work (RTW)

In order to return to the workplace, staff must complete a **Return to Work (RTW)** form, which is available from the Principal. A hard copy is attached also at **Appendix 1**.

A RTW form should only be completed **at least 3 days** prior to any proposed date of return to the workplace.

Details of the **Induction Training** for completion by staff prior to the return to the workplace will be provided and details of any additional health and safety measures in place in the school to facilitate the staff member's return to the school facility will be explained.

2. Return to work safely and Lead Worker Representative

Responsibility for the development and implementation of the Covid-19 Response Plan and the associated control measures lies primarily with the Board of Management and the School Leadership.

The Return to Work Safely protocol provides for an agreed procedure between management and staff to appoint a Lead Worker Representative to carry out a specific role.

The role of the worker representative) is to ensure that Covid-19 measures are adhered to in the workplace as follows:

- Work collaboratively with the employer to ensure, so far as is reasonably practicable, the safety, health and welfare of employees in relation to COVID-19.
- Promote good hygiene practices such as washing hands regularly and maintaining good respiratory etiquette along with maintaining social distancing in accordance with public health advice.
- Assist with the implementation of measures to suppress COVID-19 in the workplace.
- Monitor adherence to measures put in place to prevent the spread of COVID-19.
- Consult with colleagues on matters relating to COVID-19 in the workplace.
- Make representations on behalf of their colleagues on matters relating to COVID-19 in the workplace.

If a staff member has any concerns or observations in relation to the Covid-19 Response Plan and control measures or the adherence to such control measures by staff, parents/guardians, contractors or visitors, he/she should contact the lead worker(s) who will engage with the Principal/BOM.

Name(s) of Lead Worker representative:	Contact details
ANNE MARIE NÍ CHONGHAILE	



All staff, parents/guardians, contractors and visitors have a responsibility both as individuals and collectively to have due regard for their own health and safety and that of others and to assist with the implementation of the Covid-19 Response Plan and associated control measures.

3. Safety Statement and Risk Assessment

COVID-19 represents a hazard in the context of health and safety in the school environment.

The school will review their emergency procedures involving, fire safety, first aid, accidents and dangerous occurrences to consider any new risks that arise due to the school's COVID-19 Response Plan.

The school will also review their existing risk assessments to consider any new risks that arise due to the school's COVID-19 Response Plan. Any changes to the school's current risk assessments will be documented.

Pupils returning from abroad should not attend school unless they have completed 14 days self-isolation where required by government. Staff returning from abroad should complete the RTW form and comply with self-isolation requirements

5. General advice to prevent the spread of the virus

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

The best way to prevent the spread of COVID-19 in a school is to minimise the risk of introduction of the disease into the school setting in the first place.

This can be achieved through the following measures:

- Promote awareness of COVID-19 and its symptoms amongst staff, pupils, parents and visitors.
- Advise staff and parents of pupils who have symptoms of COVID-19 or other acute infectious diseases not to attend school, to phone their GP and follow the HSE guidance on self-isolation.
- Advise staff and parents of pupils who have been identified by the HSE as contact of a person with COVID-19 not to attend schools and to follow the HSE advice on restriction of movement.
- Ensure that staff and pupils know what to do if they develop symptoms at school.
- Everyone entering the school building should be required to perform hand hygiene with hand sanitiser.
- Visitors to school during the day should be by prior arrangement and should be received at a specific contact point.
- Staff will endeavour to recognise and praise good behaviour from students around respiratory etiquette and handwashing
- At least once a day the Principal will call to all classes to remind them of procedures and compliment them on their efforts
- The Department of Education and Skills will ensure all updated advice is circulated to schools. Scoil Oilibhéir will arrange for this advice to be circulated to staff, pupils and visitors in a timely manner.

Staff, pupils and visitors should at all times adhere to the up to date advice and instructions of the public health authorities in relation to protecting oneself and others against the risk posed by the Covid-19 virus.

<https://www2.hse.ie/coronavirus/>

Managing the risk of spread of COVID-19

Wash your hands frequently

Regular hand washing with soap and water is effective for the removal of COVID-19.

Follow the HSE guidelines on handwashing:

For advice from HSE on how to wash your hands the following link will be helpful:

<https://www2.hse.ie/wellbeing/how-to-wash-your-hands.html>



Hand Hygiene and Hand Sanitisers

Hand hygiene can also be achieved by the use of a hand sanitiser (when hands are clean). Hand sanitiser are more readily deployed in school settings to avoid disruption to teaching and learning and to avoid congestion of staff and pupils waiting to use hand washing facilities. They are available at entry and exit points and in each classroom. Warm water is available in all classrooms.

Avoid touching eyes, nose and mouth

Why? Hands touch many surfaces and can pick up viruses. Once contaminated, hands can transfer the virus to your eyes, nose or mouth.

Physical distancing

Physical distancing is recommended to reduce the spread of infection in the workplace.

Practice respiratory hygiene

Make sure you, and the people around you, follow good respiratory hygiene. This means covering your mouth and nose with a tissue or your bent elbow when you cough or sneeze. Then dispose of the used tissue immediately.

Good hygiene practices and washing your hands properly and regularly can help stop the spread of the virus. It is, therefore, crucial that all staff adhere to this advice and adopt the following practices as strictly as possible.

Do

- Wash your hands properly and often.
- Cover your mouth and nose with a tissue or your sleeve when you cough and sneeze.
- Put used tissues into a bin and wash your hands.
- Clean and disinfect frequently touched objects and surfaces.

Do Not

- Touch your eyes, nose or mouth if your hands are not clean.
- Share objects that touch your mouth – for example, bottles, cups, cutlery, etc.

People at very high risk (extremely vulnerable):

According to HSE guidelines, the list of people in very high risk groups include people who:

- are over 70 years of age - even if you're fit and well have had an organ transplant
- are undergoing active chemotherapy for cancer are having radical radiotherapy for lung cancer
- have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment
- are having immunotherapy or other continuing antibody treatments for cancer
- are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors
- have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs
- severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD
- have a condition that means you have a very high risk of getting infections (such as SCID, homozygous sickle cell)
- are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)
- have a serious heart condition and you are pregnant

Staff who are in this group should self-declare on the Return to Work form if they believe that they are at very high risk. Details of the leave arrangements have been circulated and are available from the Department of Education and Skills.

If the Board/Principal is unsure whether or not staff fall into the very high-risk category, advice will be sought from the Occupational Health Service.



6. Control Measures

A range of essential control measures have been implemented to reduce the risk of the spread of Covid-19 virus and to protect the safety, health and welfare of staff, pupils, parents/guardians and visitors as far as possible within the school .

These control measures are outlined in this document.

The control measures shall continue to be reviewed and updated as required on an ongoing basis.

It is critical that staff, pupils, parents/guardians and visitors are aware of, and adhere to, the control measures outlined and that they fully cooperate with all health and safety requirements.

Staff, in particular, should note that they have a legal obligation under Section 13 of the Safety, Health and Welfare at Work Act 2005 to comply with health and safety requirements and to take reasonable care for the health and safety of themselves, their colleagues and other parties within the workplace.

The following control measures have been put in place:

i. Return to Work Form

Staff will be required to complete a RTW form at least 3 days prior to any return to the school facility (see section 2 above). The purpose of the RTW form is to get confirmation from staff that, to the best of his/her knowledge, he/she has no symptoms of Covid-19 and is not self-isolating or cocooning or awaiting the results of a Covid-19 test.

ii. Induction Training

All staff will undertake and complete Covid-19 Induction Training prior to returning to the school building. The aim of such training is to ensure that staff have full knowledge and understanding of the following:

- *Latest up to-date advice and guidance on public health.*
- *Covid-19 symptoms.*
- *What to do if a staff member or pupil develops symptoms of Covid-19 while at school.*
- *Outline of the Covid-19 response plan.*

Staff will be kept fully informed of the control measures in place in the school and their duties and responsibilities in preventing the spread of Covid-19 and with any changes to the control measures or guidance available from the public health authorities.

If a staff member is unsure about any aspect of the Covid-19 Response Plan, the associated control measures, or his/her duties, he/she should immediately seek guidance from the Principal.

iii. Hygiene and Respiratory Etiquette

It is crucial that all staff, pupils, parents/guardians, contractors and visitors are familiar with, and adopt, good hand and respiratory hygiene practices.

Guidance documentation and Information posters will be available at various locations within the school facility. Information posters will be prominently displayed at appropriate locations within the school facility including offices, corridors, staffroom area, classrooms and toilet areas. Such are intended to inform but also remind everyone about the importance of hygiene in preventing the spread of Covid-19 virus and protecting health and safety.

Handwashing facilities and/or hand sanitisers will be available in every classroom and in public toilets and other locations within the school facility.



iv. Use of Personal Protective Equipment (PPE)

It is now a requirement for face coverings to be worn by staff members where it is not possible to maintain a physical distance of 2 metres from other staff, parents, essential visitors or pupils.

PPE will also need to be used at certain work activities or work areas. These might include roles such as:

- Performing intimate care
- Where a suspected case of COVID-19 is identified while the school is in operation
- Where staff are particularly vulnerable to infection but are not in the list of those categorised as people in very high risk groups, or may be living with people who are in a very high risk category
- Administering first aid
- Parent Teacher meetings

Where staff provide healthcare to children with medical needs in the school environment they should apply standard precautions as per usual practice.

Reception Areas

Interaction with the secretary shall take place through the closed window of the office.

Face Coverings/Face Visors/Masks

<https://www2.hse.ie/conditions/coronavirus/face-masks-disposable-gloves.html>

It is not recommended that children attending primary school wear face-coverings but if you prefer that your child wear a mask, the school has no problem with that. The child must be able to manage the mask properly themselves – **staff will not be permitted to handle any masks or give any assistance.**

Visors will be worn by all staff. It is the responsibility of staff to maintain their own visor and to inform the principal if it requires replacement.

Scoil Oilibhéir has a supply of disposable face coverings available for staff in case a back-up face covering is needed during the day or for visitors.

Face Coverings: Parents are strongly advised to wear face coverings if they can when:

- bringing children to and from school
- when on the school grounds
- if they have reason to enter the school building, face covering **must** be worn

Wearing a face covering or mask does not negate the need to stay at home if symptomatic.

Gloves

The use of disposable gloves in the school by pupils or staff is not generally appropriate but may be necessary for cleaning, intimate care settings and when administering first aid. Routine use does not protect the wearer and may expose others to risk from contaminated gloves.

Routine use of disposable gloves is not a substitute for hand hygiene.

Aprons

Aprons may also be appropriate in certain circumstances including for intimate care needs or for staff assigned to cleaning an area where a suspected or confirmed case of COVID-19 was present.

v. Cleaning

Arrangements have been made for more regular and thorough cleaning of areas and surfaces within the school. Regular and thorough cleaning of communal areas and frequently touched surfaces shall be conducted, in particular, toilets, lifts, door handles and kitchens. Cleaning will be performed regularly and whenever facilities or surfaces are visibly dirty.

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.

There will be regular collection of used waste disposal bags from offices and other areas within the school facility.

Staff must bring their own their own equipment and utensils (cup, cutlery, plate etc.) for lunch.



vi. Access to the school building /contact log

Access to the school facility will be in line with agreed school procedures.

Arrangement for necessary visitors such as contractors and parents/guardians will be restricted to essential purposes and limited to those who have obtained prior approval from the Principal.

All visitors to the school must wear a mask at all times and will be reminded of physical distancing, respiratory etiquette and asked not to touch surfaces unnecessarily

A detailed sign in/sign out log of those entering the school facilities will be maintained. See visitor contact log at **Appendix 3.**

vii. First Aid/emergency procedure

The standard First Aid/Emergency procedure shall continue to apply in Scoil Oilibhéir.

7. Dealing with a suspected case of Covid-19

Staff or pupils should not attend school if displaying any symptoms of Covid-19. The following outlines how Scoil Oilibhéir will deal with a suspected case that may arise during the course of work.

There is a Designated Isolation Room in the PE hall where the Storage room was previously. This room has been fitted with a perspex window.

If a pupil displays symptoms of Covid-19 in Scoil Oilibhéir the following are the procedures to be implemented:

- The pupil's parents/guardians will be contacted immediately to come and collect the child and instructed to collect child from external door at PE Hall.
- The pupil will be isolated in the Designated Isolation Room
- A member of staff will accompany the pupil to the Designated Isolation Room, using external doors and pathways where possible
- A distance of 2m will be maintained at all times from the symptomatic pupil
- It will be ensured that others maintain a distance of at least 2 metres from the symptomatic pupil at all times also.
- A mask shall be provided for, and worn by, the person presenting with symptoms.
- Where a distance of 2m cannot be maintained the member of staff shall also wear a mask
- It is critical that all parents have emergency contact numbers on their child's Aladdin profile
- The pupil presenting with symptoms will remain in isolation until collected. The member of staff shall remain outside of the Designated Isolation Room
- An assessment of the incident will be carried out which will form part of determining follow-up actions and recovery
- If the pupil is well enough to go home, it will be arranged (as above) for them to be transported home by a family member as soon as possible.
- Their parent/guardian will be advise them to inform their general practitioner by phone of the child's symptoms.
- Public transport of any kind should not be used
- If the pupil is too unwell to go home or advice is required, 999 or 112 shall be contacted and informed that the sick person is a Covid-19 suspect

If a member of staff displays symptoms of Covid-19 while at work in Scoil Oilibhéir the following are the procedures to be followed:

If a staff member displays symptoms of Covid-19 while at work in Scoil Oilibhéir, these protocols apply;

- Staff member informs office that assistance and supervision is required and leaves classroom
- The caregiver will assist the staff member to contact their doctor and/or a family member/friend to collect him or her if unable to drive
- If no one is available to collect the sick staff member an ambulance will be called.
- Staff member waits in Designated Isolation Room while waiting for transport
- Other staff members are not permitted to accompany a symptomatic staff member home
- The same protocols for cleaning isolation room and classroom are followed



In all cases, appropriate cleaning of the isolation area and work areas involved shall be organised.

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 confidentiality is essential at all times.

7.1 Cleaning after suspected case of COVID

- *Appropriate cleaning of the Designated Isolation Room and all work areas involved will be organised.*
- *Any rubbish will be disposed of safely and securely*
- *Children will sanitise their hands and go to an outdoor space when possible.*
- *Classroom will be thoroughly cleaned and disinfected*

8. Staff Duties

Staff have a statutory obligation to take reasonable care for their own health and safety and that of their colleagues and other parties. In order to facilitate a safe return to work, and in adherence (but not limited to) these duties, School staff must:

- Adhere to the School Covid-19 Response Plan and the control measures outlined. The cooperation and assistance of all staff is essential to reduce the risk of spread of Covid-19 and to protect health and safety as far as possible within the school. All staff have a key role to play.*
- Coordinate and work with their colleagues to ensure that physical distancing is maintained.*
- Make themselves aware of the symptoms of Covid-19 and monitor their own wellbeing.*
- Self-isolate at home and contact their GP promptly for further advice if they display any symptoms of Covid-19.*
- Not return or attend school if they have symptoms of Covid-19 under any circumstances.*
- If they develop any symptoms of Covid-19 whilst within the school facility, they should adhere to the procedure outlined above.*
- Complete the RTW form before they return to work.*
- Must inform the Principal if there are any other circumstances relating to Covid-19, not included in the form, which may need to be disclosed to facilitate their safe return to the workplace.*
- Must complete Covid-19 Induction Training and any other training required prior to their return to school.*
- Must be aware of, and adhere to, good hygiene and respiratory etiquette practices*
- Keep informed of the updated advice of the public health authorities and comply with same.*

9. Covid related absence management

The management of a Covid-19 related absence will be managed in line with agreed procedures with DES.

10. Employee Assistance and Wellbeing Programme

The Board of Management aims to protect and support the health and wellbeing of all staff (physical, mental, spiritual etc.) both at work, whether in the school facility or at home and outside of work. The Board of Management is mindful that the support and promotion of staff health and wellbeing is particularly important in the current context where the Covid-19 pandemic has caused considerable challenges for, and disruption to, people's personal, family and social lives as well as their work arrangements.

The Board of Management aims to foster a culture and work environment that support healthy behaviours and staff wellbeing and shall continue to make health and wellbeing tools and guidance available to staff as well as organising suitable support programmes, initiatives and events.

These are challenging times for everyone. Should a staff member experience any stress or anxiety in respect of work or work arrangements, he/she should feel free to speak to the principal.



Appendix 1

Pre-Return to Work Questionnaire COVID-19

Pre-Return to Work Questionnaire COVID-19

This questionnaire must be completed by staff at least 3 days in advance of returning to work.

If the answer is Yes to any of the below questions, you are advised to seek medical advice before returning to work.

Name: _____

Name of School: _____

Name of Principal: _____

Date: _____

Questions	YES	NO
1. Do you have symptoms of cough, fever, high temperature, sore throat, runny nose, breathlessness or flu like symptoms now or in the past 14 days?		
2. Have you been diagnosed with confirmed or suspected COVID-19 infection in the last 14 days?		
3. Have you been advised by the HSE that you are you a close contact of a person who is a confirmed or suspected case of COVID-19 in the past 14 days?		
4. Have you been advised by a doctor to self-isolate at this time?		
5. Have you been advised by a doctor to cocoon at this time?		
6. Have you been advised by your doctor that you are in the very high risk group? If yes, please liaise with your doctor and Principal re return to work.		

I confirm, to the best of my knowledge that I have no symptoms of COVID-19, am not self-isolating or awaiting results of a COVID-19 test. Please note: The organisation is collecting this sensitive personal data for the purposes of maintaining safety within the workplace in light of the Covid-19 pandemic. The legal basis for collecting this data is based on vital public health interests and maintaining occupational health and will be held securely in line with our retention policy.

Signed: _____



Appendix 2

COVID-19 Risk Template (List identifies COVID-19 as the hazard and outlines control measures required to deal with this risk)

Hazards	Is the hazard present? Y/N	What is the risk?	Risk rating H=High M=Medium L=Low	Controls (When all controls are in place risk will be reduced)	Is this control in place?	Action/to do list/outstanding controls *Risk rating applies to outstanding controls outlined in this column	Person responsible	Signature and date when action completed
Covid-19	N	Illness	H	School Covid19 Response Plan in place in line with Department of Education and Skills guidance and the Return to Work Safely Protocol and public health advice		Follow public health guidance from HSE re hygiene and respiratory etiquette	Everybody	
				Sanitiser in every room		Complete School COVID-19 Policy Statement	Antóin and BoM	
				Warm water in every room for handwashing		Return to Work Forms received and reviewed	Every staff member	
				Posters hanging to remind people of measures School community informed of new system of entering and departing the school		Undertake Induction Training	Every staff member	
				School community reminded to abide by Government requirements around foreign travel		Maintain log of staff, student and visitors	Anna	

If there is one or more High Risk (H) actions needed, then the risk of injury could be high and immediate action should be taken. Medium Risk (M) actions should be dealt with as soon as possible. Low Risk (L) actions should be dealt with as soon as practicable.

Risk Assessment carried out by: Áine Scleirgh

Date: 22 August 2020



Appendix 4

NÓSANNA IMEACHTA UM THEACHT ISTEACH AGUS UM IMEACHT

Naíonáin Bheaga | *Junior Infants*

Ar scoil ag 08:40 díreach go dtí an seomra le tuismitheoirí, tríd an doras seachtrach. Abhaile ar 12:00 ach 13:30 ón Déardaoin 10 Meán Fómhair.

At school at 8:40 – directly to classroom accompanied by parent, through the external door. Home at 12:00 but 13:30 from Thursday 10 September.

Naíonáin Mhóra Bhuí | *Yellow Senior Infants*

Ar scoil ag 08:40 díreach go dtí an seomra le tuismitheoir, tríd an doras seachtrach.

At school from 8:40 directly to classroom accompanied by parent, through external door.

Sos beag | *Small break* 10:15 go dtí 10:30

Lón | *Lunch* 12:00

Clós | *Yard* 12:15-12:30

Abhaile ar 13:30 ag an gcosán/na ráillí ar thaobh an chúirt chispheile – le bailiú ó dhoras seachtrach an tseomra má tá sé ag cur báistí.

Home at 13:30 from footpath/railings at basketball court side – to be collected from external classroom door if raining

Rang a Dó | *Second Class*

Ar scoil ag 08:40 díreach go dtí an seomra gan a dtuismitheoirí, tríd an doras seachtrach.

At school from 8:40 directly to classroom unaccompanied, through external door.

Sos beag | *Small break* 10:15 go dtí 10:30

Lón | *Lunch* 12:00

Clós | *Yard* 12:15-12:30

Abhaile ar 14:20 ag an gcosán/na ráillí ar thaobh na hoifige – le bailiú ó dhoras seachtrach an tseomra má tá sé ag cur báistí.

Home at 14:20 from footpath/railings at side of office – to be collected from external classroom door if raining

PROCEDURES FOR ENTRY AND DEPARTURE

Naíonáin Mhóra Ghlasa | *Green Senior Infants*

Ar scoil ag 08:40 díreach go dtí an seomra le tuismitheoir, tríd an doras seachtrach.

At school from 8:40 directly to classroom accompanied by parent, through external door.

Sos beag | *Small break* 10:15 go dtí 10:30

Lón | *Lunch* 12:00

Clós | *Yard* 12:15-12:30

Abhaile ar 13:30 ag an gcosán/na ráillí ar thaobh na hoifige – le bailiú ó dhoras seachtrach an tseomra má tá sé ag cur báistí.

Home at 13:30 from footpath/railings outside office – to be collected from external classroom door if raining

Rang a hAon | *First Class*

Ar scoil ag 08:40 díreach go dtí an seomra le tuismitheoir, tríd an doras seachtrach.

At school from 8:40 directly to classroom accompanied by parent, through external door.

Sos beag | *Small break* 10:15 go dtí 10:30

Lón | *Lunch* 12:00

Clós | *Yard* 12:15-12:30

Abhaile ar 14:20 ag an gcosán/na ráillí ar thaobh an chúirt chispheile – le bailiú ó dhoras seachtrach an tseomra má tá sé ag cur báistí.

Home at 14:20 from footpath/railings at basketball court side – to be collected from external classroom door if raining



Rang a Trí | Third Class

Ar scoil ag 08:40 sa chlós go dtí 08:50. I ngrúpa ranga, i spás ar leith sa chlós (thíos). Múinteoirí á mbailiú ar 08:50.

At school from 8:40 in the yard until 08:50. In class groups in assigned space in the yard (below). Collected by teacher at 08:50



Sos | *Break* 10:45 go dtí 11:00

Lón | *Lunch* 12:30

Clós | *Yard* 12:40-13:00

Abhaile ar 14:30 ag an gcosán/na ráillí ar thaobh na hoifige. Is féidir le páistí a shiúlann leo féin dul ar aghaidh. Bailíonn na tuismitheoirí na páistí eile ón nGeata.

Home at 14:30 from the footpath/railings on office side. Children who walk home on their own may go ahead. Parents collect children outside gate.

Rang a Ceathair | Fourth Class

Ar scoil ag 08:40 sa chlós go dtí 08:50. I ngrúpa ranga, i spás ar leith sa chlós (thíos). Múinteoirí á mbailiú ar 08:50.

At school from 8:40 in the yard until 08:50. In class groups in assigned space in the yard (below). Collected by teacher at 08:50



Sos | *Break* 10:45 go dtí 11:00

Lón | *Lunch* 12:30

Clós | *Yard* 12:40-13:00

Abhaile ar 14:30 ag an gcosán/na ráillí ar thaobh an chúirt chispheile – Is féidir le páistí a shiúlann leo féin dul ar aghaidh. Bailíonn na tuismitheoirí na páistí eile ón nGeata.

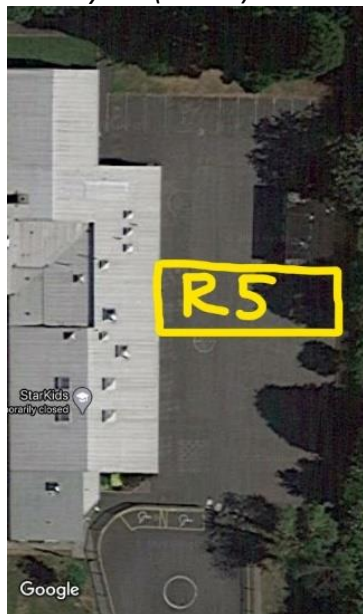
Home at 14:30 from the footpath/railings on basketball court side. Children who walk home on their own may go ahead. Parents collect children outside gate



Rang a Cúig | Fifth Class

Ar scoil ag 08:40 sa chlós go dtí 08:50. I ngrúpa ranga, i spás ar leith sa chlós (thíos). Múinteoirí á mbailiú ar 08:50.

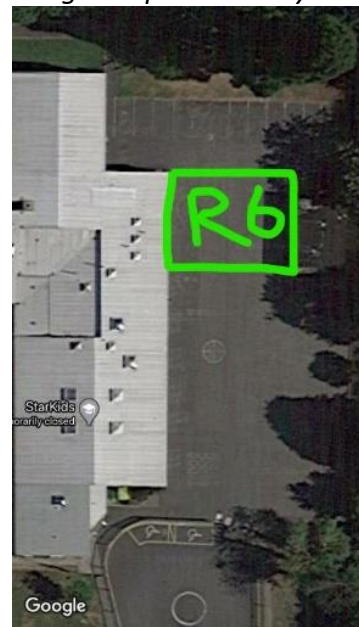
At school from 8:40 in the yard until 08:50. In class groups in assigned space in the yard (below). Collected by teacher at 08:50.



Rang a Sé | Sixth Class

Ar scoil ag 08:40 sa chlós go dtí 08:50. I ngrúpa ranga, i spás ar leith sa chlós (thíos). Múinteoirí á mbailiú ar 08:50.

At school from 8:40 in the yard until 08:50. In class groups in assigned space in the yard (below). Collected by teacher at 08:50



Sos | *Break* 10:45 go dtí 11:00

Lón | *Lunch* 12:30

Clós | *Yard* 12:40-13:00

Abhaile ar 14:30. Siúlann siad amach doras seachtrach an tseomra, buaileann siad le tuismitheoirí lasmuigh den gheata/i bpáirc na mílaoise

Home at 14:30. Children walk out external classroom door and meet parents outside gate/in Millenium Park. Parents collect children outside gate.

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