



# Presentation Primary School

Cathedral Street, Thurles, Co. Tipperary

**Phone:** 0504 22331  
**Roll No.** 19874T  
**Charity No.:** 20135393

**Website:** [www.presprimarythurles.ie](http://www.presprimarythurles.ie)  
**Email:** [info@presprimarythurles.ie](mailto:info@presprimarythurles.ie)  
**Twitter:** @Pres\_Primary

**Dear Parent,**

I hope you and your family are all well and enjoying the summer holidays.

Following publication of the Department's Roadmap to Re-opening Schools, we have been working hard on a plan to ensure Presentation Primary School is ready to open in a safe and sustainable manner for all our pupils, staff and parents.

**It is imperative that you read all this letter thoroughly. You will be asked to support the school in implementing this plan to ensure the safety of all our school community.**

Here are the main guidelines, decisions and actions required by all;

## **Physical Distancing**

- Pupils from Junior Infants to Second Class are not expected to maintain Social Distance. It will be encouraged and seating will be arranged at a 1m distance but this 'is not a prerequisite to a school re-opening'. This means we will be encouraging physical distancing and seating children 1m apart but accept that it will be difficult to guarantee that social distancing will be completely possible.
- Pupils from 3<sup>rd</sup> to 6<sup>th</sup> Class will be asked to keep a 1m physical distance where possible and will be seated 1m apart.
- Each class will be considered as a 'bubble' and will not mix with other class bubbles.
- Within each classroom we have decided to have at least 2 'Pods'. These groups are encouraged to work separately as much as possible within the classroom **but will not be expected to avoid each other completely.**
- It is also recognised that it is not always possible for staff to maintain physical distance from pupils and it is not always appropriate - for example if a child sustains an injury and requires first aid. In this instance staff may have to wear PPE.
- In order to minimize close teacher-pupil interactions we asking that parents prepare their children to be as **independent** as possible. In this regard we ask that children are able to independently put on and take off their own coat, tie/fasten their shoes, open and close their own lunch box and bottle. We encourage parents to practice this at home, to purchase shoes with Velcro where possible and to buy easy-to-use lunchboxes and bottles.
- However, where possible staff will maintain a minimum of 1m distance and where possible 2m. They will also take measures to avoid close contact at face to face level. Staff will also have the option of wearing a face visor where a physical distance of 2m cannot be maintained.

## THE SCHOOL DAY

### Morning Routine

Children will arrive at school in a very similar manner to before. Parents will bring their children to the school gate in the yard. Children will go to their class line in the yard, maintaining social distance as much as possible. There will be no play at this time as class bubbles cannot mix.

We are ***extending the period for drop-off to 15 minutes*** for the month of September to allow parents more time in the morning. This extra time should mean less chance of families congregating at the gate. Pupils will now be supervised from 8.35am to 8.50am in the morning and we hope this extra time allows for easier drop off. ***Parents are asked to maintain social distance and not to delay or congregate near the school gates or carpark.*** Teachers will collect their class from the yard at 8.50am and proceed to their classroom without crossing paths with other class groups.

For the first two mornings, we will arrange that **Junior Infants start at 9.30am** to allow them space and time to come in. Siblings of those pupils can wait until this time also if that suits parents best.

When walking on the corridor, pupils are asked to **'Keep Left'**.

***Cloakrooms*** cannot now be shared. Therefore we will be allocating them to the larger classes. Therefore, First Class will have the use of the cloakroom downstairs near the boy's toilet. 3<sup>rd</sup>/4<sup>th</sup> class will use the upstairs cloakroom and 4<sup>th</sup>/5<sup>th</sup> class will use the downstairs cloakroom near the back door.

### Wet Mornings

On mornings that are wet children will first gather in their class groups inside the horse-shoe shed. Social distancing will be practiced and children will remain within their class bubbles. Once this area becomes too busy to maintain social distancing, pupils will be asked to walk slowly to their designated classrooms in their class groups. One teacher and one SNA will supervise upstairs, one teacher and one SNA will supervise downstairs. The third SNA will remain at the gate and will direct all other pupils to walk to their designated classrooms.

### Toilets

A maximum of 6 pupils will be permitted in the toilet area at any one time.

When a full class group are brought to the toilet area to use the facilities, the class teacher should first ensure that the area is vacant of all other pupils. That class should then proceed to use the toilets in their pod groups of no more than 6. Social distancing should be practiced while waiting in an orderly queue outside the toilet area.

Teachers and parents should discuss with their class the importance of proper handwashing after using the toilet.

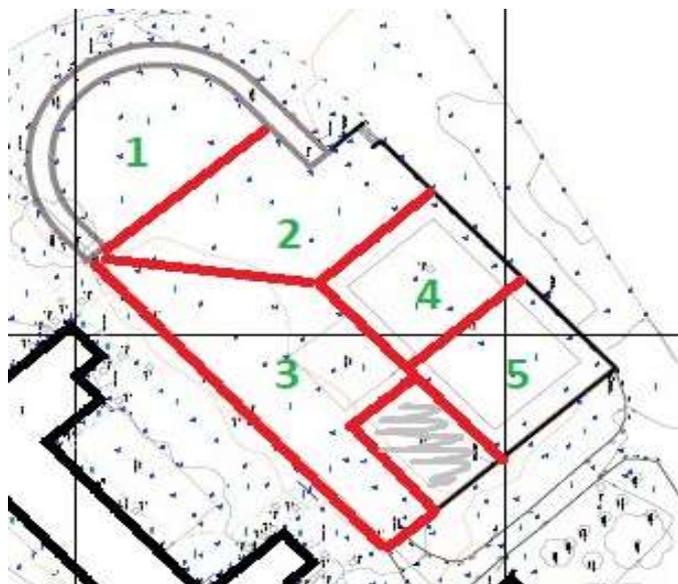
### Classroom Layout

We have arranged the furniture in each room to achieve the necessary physical distance. The basic requirements are that there should be 1 m between each pod, 1m between each pupil in the pod if possible (but this is not a necessity) and 1-2m between the teacher's chair and pupil's chairs. This applies to SET rooms also. ***There will be a hand sanitizer inside the door of each classroom which should be used on entry to and exit from the room by each person.***

## **Breaktime**

We will now have a staggered small break. The Junior Classes and associated teachers (Junior Infants to 1<sup>st</sup> Class) will have their break from 10.30am to 10.45am. The other classes (2<sup>nd</sup> to 6<sup>th</sup>) will break from 10.45 – 11.00am.

The school yard is to be divided into 4/5 zones for each break as follows;



### **Junior Groups**

Ms. Ralph's Junior Infants use Zone 4

Ms. Bohan's Junior Infants use Zone 5

Mrs. Sheridan's Senior Infants use Zone 1

Ms. Bourke's Senior Infants use Zone 2

Ms. L.Ralph's First Class use Zone 3 and can use the grass when it is dry.

### **Senior Groups**

Ms. Gleeson's 2<sup>nd</sup> Class use Zone 1

Ms. Walsh's 3<sup>rd</sup>/4<sup>th</sup> Class use Zone 2

Ms. Ryan's 4<sup>th</sup>/5<sup>th</sup> Class use Zone 3 (grass can be used on dry days.)

Mrs. Healy's 6<sup>th</sup> Class use Zone 4 and 5

## **Lunchtime**

Lunchtime is to be extended from 12:15pm to 12:55pm each day to allow time for each class to eat and play as a class bubble separate to all other classes.

The junior classes will first eat from 12:15 to 12:30pm, then get ready to go out and will be lined up and ready to go to their play zone for 12:35pm.

The senior classes will play first in their zones from 12:15 – 12:35pm. They should be off the yard by this time so the junior classes can take their places. The senior groups then return to their classrooms to eat from 12:35 – 12.55pm.

### **Hometime and Collection**

We will stagger collection of children in order to reduce pupils and parents congregating at the school gate.

Junior Infants will finish at 1:20pm each day and should be collected at this time.

Senior Infants will finish at 1:30pm.

First and Second Class will finish at 2.25pm.

Pupils in 3<sup>rd</sup>/4<sup>th</sup>/5<sup>th</sup>/6<sup>th</sup> class will all finish at 2:30pm.

Classes are asked to be patient at the school gate and use one gate per class.

6<sup>th</sup> Class will exit via the end front door to avoid congestion, allowing the other two groups a gate each.

### **Other Points of Information;**

- ***Parents will be asked to minimize their presence in the school building.*** Phonecalls and emails correspondence will be encouraged and items being dropped to school will be left outside the front door after speaking to Rosaleen using the intercom system on the door. However if a Parent/Teacher meeting is required to discuss a serious or sensitive issue, parents are asked to use hand sanitizer, wear a mask, maintain social distance (2m) and meet in a well ventilated room such as the Library. This element of the plan should not dissuade parents from communicating with school staff whenever they need to. ***It is hugely important that we continue the great tradition of working together and sharing information*** so we can best support the pupils in our care.
- We have installed hand sanitisers in every classroom and will be asking children to use this when entering and exiting the classroom. However we are also encouraging ***pupils from 1<sup>st</sup> to 6<sup>th</sup> Class to have their own pocket size hand sanitizer and tissues with them each day.*** This will further protect your child and we ask that parents again practice using sanitizer independently at home prior to school re-opening.
- No visitors will be allowed enter the school unless pre-planned and deemed necessary. A contact tracing sheet will be completed by each visitor and stored by Rosaleen in the office.
- Room 9a will be used as the **Covid-19 Isolation Area**. This is the area we will bring a pupil/staff member to should they begin to display any symptoms of Covid-19. **It is imperative that parents check their child's health each morning before coming to school** and keep your child at home if you have even a slight concern in relation to Covid-19. We will not be doing temperature checks each morning and will be relying on parents to be vigilant in this regard.
- Extra cleaning hours are being utilized to clean down each desk surface, chair, door handle, hand-rail etc. at the end of each day.

- There will be **no mass gatherings** in the school unfortunately, so we will not have events like our regular weekly assembly, school Mass, Christmas Concert or Grandparents Day.
- Distance Learning will only become relevant again if a class or pupil is expected to be absent from school for a period of time **greater than one week** (5 school days) as a result of Covid-19.
- **Homework** will form part of school life but what for this will take has yet to be finalised.

### **Remember - The Symptoms**

1. High Temperature
2. Cough
3. Shortness of breath
4. Loss of smell or taste

While all children will be welcome back to school, we would remind parents that, where children are displaying colds, coughs or flu like symptoms, they should not be sent to school. Children who display such symptoms in school will be isolated and parents asked to collect them from the school.

**Children who have travelled overseas should not attend school during the 14-day self-isolation period on their return.**

### **The goal is to minimise risk by:**

1. Regular hand hygiene (when dirty, on entry/exit, after outside play, after toileting, after coughing/sneezing)
2. Maintaining physical distance of 1m
3. Having good cough and sneeze etiquette
4. Having a clean environment

We have published this plan and our COVID-19 Policy Statement on the school website.

We are really looking forward to welcoming our children back to school and will be doing all that we can to ensure that the return to school is a safe and enjoyable experience for the children. We will be in touch with you again before school re-opens.

Yours Sincerely,

*Kieran Healy*

Principal