



**Áit do pháistí**  
*A place for children*

**SCOIL BHRÍDE, ÁTH GARBHÁIN**  
ST. BRIGID'S SCHOOL, ATHGARVAN

**Áth Garbháin, An Currach, Co. Chill Dara**  
Athgarvan, The Curragh, Co. Kildare

## **COVID -19 Risk Assessment**

Covid-19 is a respiratory illness and the primary transmission route is through person to person contact and through direct contact with respiratory droplets generated when an infected person coughs or sneezes. People can contact Covid-19 by touching contaminated surfaces or objects – and then touching their eyes, nose or mouth. If they are standing within 1metre of a person with Covid-19 they can catch it by breathing in droplets coughed out or exhaled by them.

The school has identified the following activities and the procedures in place to address the risk of transmission of Covid-19:

<b><u>School Activity</u></b>	<b><u>Risks</u></b>	<b><u>Control measures</u></b>
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**Príomhoide/Principal: Marion Sherlock**

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<b>Morning Assembly</b>	<ul style="list-style-type: none"><li>➤ Pupils not lining up</li><li>➤ Pupils interacting with other pupils</li><li>➤ Parents late</li><li>➤ Pupils not queueing to hang up coats</li><li>➤ Pupils not hand sanitising</li><li>➤ Pupils not sitting in their own seats on arrival into class</li></ul>	<b>Protocols for Arrival at School:</b> <ul style="list-style-type: none"><li>• Between 9-9.15am all pupils enter school grounds and proceed directly to class, maintaining social distancing</li><li>• Children can access the school through a number of different doors as outlined in the logistics plan.</li><li>• Morning supervision roster for staff to provide adequate supervision and support</li><li>• Parents are asked to leave the school carpark promptly, to avoid congregation.</li><li>• Supervision will be provided at the front of the school to ensure children can access the school safely after crossing the road.</li><li>• The Junior Infant class teachers will meet their classes at the front of the school and welcome them to class.</li><li>• Parents or other siblings are not permitted to enter school grounds</li><li>• All children must be in school by 9.15am when the bell rings</li><li>• Pupils will sanitise their hands before entering the classroom.</li><li>• Parents should contact the office by phone or email to discuss any concerns.</li><li>• On entering the classroom, the children will take assigned seats in their pods</li></ul>
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### **Pupils should enter their class through the correct door/ gate.**

Junior Infants	Front doors at front of School
Senior Infants	Butterfly Door
1 <sup>st</sup> Class Ms. Cosgrove	Front Door beside Staffroom
1 <sup>st</sup> Class Ms. Murphy	Butterfly Door
2 <sup>nd</sup> Class	Front Door beside Staffroom
3 <sup>rd</sup> Class	Door closest to GAA Carpark
4 <sup>th</sup> Class	Door closest to Bicycle Yard
5 <sup>th</sup> Class	Main Door at Front of School
6 <sup>th</sup> Class Ms. Kavanagh	Door near Bicycle Yard
6 <sup>th</sup> Class Ms. Kirk	Door near GAA Carpark

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<p><b>Classroom Environment</b></p>	<ul style="list-style-type: none"> <li>➤ Risk of social distancing not being maintained within the room (H)</li> <li>➤ Risk of transmission of virus via hands touching common areas (H)</li> <li>➤ Risk of transmission of virus through coughing and sneezing in close proximity (H)</li> <li>➤ Risk of transmission of virus through airborne particles (H)</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers to teach             <ul style="list-style-type: none"> <li>-correct lining up protocols</li> <li>-entering and leaving the school</li> <li>-sanitising of hands on entry</li> <li>-rules re hand hygiene/respiratory hygiene, staying in seat</li> <li>-yard protocols</li> </ul> </li> </ul> <p><b><u>Physical distancing controls</u></b></p> <ul style="list-style-type: none"> <li>• A class is termed a ‘bubble’.</li> <li>• A group of 4 or 6 children is in a pod, as an additional measure to manage physical distance.</li> <li>• Children must stay in their pods and avoid contact with other pods when in the classroom, in so far as is feasibly possible.</li> <li>• Each pod is separated by at least 1metre from each other where possible.</li> <li>• Teachers must limit the movement of students around the classroom</li> <li>• Within pods, children must use their own materials. They are not permitted to share items such as pencils, rubbers, rulers, glue sticks, scissors etc. Please label these belongings</li> <li>• Other school activities eg assembly will not take place in the hall.</li> <li>• All PE will take place outdoors.</li> </ul> <p><b><u>Ventilation</u></b></p> <p>Windows in all areas of school (classrooms, staffrooms, offices, corridors, GP room) will reman open throughout the day in line with guidelines.</p> <p><b><u><a href="https://www.gov.ie/en/publication/4288d-practical-steps-for-the-deployment-of-good-ventilation-practices-in-schools/">https://www.gov.ie/en/publication/4288d-practical-steps-for-the-deployment-of-good-ventilation-practices-in-schools/</a></u></b></p>
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### **Enhanced cleaning regimes**

- Each classroom will undergo enhanced cleaning during the day and after school each day. During the day, the teacher and students will maintain their workspaces.
- Desks and chairs will be cleaned down regularly (using anti-bacterial wipes or spray)
- Common touch areas (door handles and taps) will be wiped down during the day
- Teacher's desk must be wiped down each day
- Any shared equipment (PE Equipment, maths resources, toys etc.) must be cleaned in a systematic way
- All rubbish must be disposed of in the appropriate bins provided.

### **Staff PPE**

- Staff members should wear face coverings in the following situations:
  - When physical distancing is not possible (Visor + face mask if required)
  - Medical grade masks are available to all staff
  - If there is a concern regarding prolonged close contact and exposure to fluid/respiratory droplets when support teaching (Visor)
  - Where staff are particularly vulnerable to infection but are not on the list of those categorised as people in the very high-risk groups, or may be living with those who are in the very high risk category
  - Teachers must be mindful that a face mask will conceal facial expressions and make communication difficult
- Teachers are provided with gloves and disposable aprons for use when cleaning

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<p><b>Dismissal</b></p>	<ul style="list-style-type: none"><li>➤ Social distancing not being maintained by parents</li><li>➤ Parents not abiding by line up regulations (H)</li><li>➤ Late pick-ups (H)</li></ul>	<p><b><u>Daily Dismissal: See Exit Plan below</u></b></p> <ul style="list-style-type: none"><li>• Pupils from Junior and Senior Infants will leave the school at 2pm as normal.</li><li>• They will be dismissed at the front of the school and at the carpark gate according to logistics plan to avoid congestion.</li><li>• They will exit the school using designated doors. Teacher will escort children to the front of the school / carpark. Parents will collect their child from the school gate / carpark.</li><li>• Pupils from 1 – 6th class will leave school through designated doors at 3pm.</li><li>• Teachers will disperse children in an orderly fashion to avoid congestion at the school gates.</li><li>• Pupils are encouraged to walk/ cycle home from school where possibly to avoid unnecessary congestion at the front of school. Parents and pupils should leave the front of school / carpark promptly once they collect their child/ren.</li></ul>
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		<p><b>Actions to be carried out</b></p> <ul style="list-style-type: none"> <li>• The principal will inform all parents of these protocols and of the importance of ensuring that they come in time to collect their child.</li> <li>• If a parent is late on more than one occasion they will be given a warning from the Board</li> <li>• Parents are asked to leave the front of the school as soon as they child is dispersed.</li> <li>• Parents are asked to comply with social distancing regulations at the school gate</li> </ul>
<p><b>Special Education</b></p>	<ul style="list-style-type: none"> <li>➤ Size of the rooms. Risk of social distancing not being maintained (H)</li> <li>➤ Mixed groups</li> <li>➤ Tactile children - Risk of transmission of virus via hands(H) – desks, chairs, equipment, materials/ resources</li> </ul>	<p><b>Risk Assessment SEN</b></p> <ul style="list-style-type: none"> <li>• Smaller groups will be created for withdrawal.</li> <li>• We will use the hall to facilitate groups attending SET up to a maximum of 6 pupils.</li> <li>• Sanitisers will be placed at the entrance to corridors and pupils must sanitise before entering a SEN room.</li> <li>• Staff who want to will use face shields/masks.</li> <li>• Pupils will have their own folders which will contain their books/copies/whiteboard/markers writing materials etc. Pupils will have their own supplies in their folder.</li> </ul>

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	<ul style="list-style-type: none"><li>➤ Risk of transmission of virus through coughing and sneezing in close proximity (H)</li><li>➤ Risk of transmission of virus through airborne particles (H)</li></ul>	<ul style="list-style-type: none"><li>• Teachers will avoid crouching down or sitting next to students, preferable to remain standing</li><li>• After each group a teacher will use sprays and cloths to wipe down desks and door handles</li><li>• Cloths will be washed daily in school.</li><li>• Children will be escorted to and from SET rooms by SET /SNA</li><li>• Where necessary desk/book shelves on wheels to be removed to declutter and create extra space.</li><li>• SET rooms must be kept ventilated</li></ul>
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<p><b>Care of children with SEN, including intimate care</b></p>	<ul style="list-style-type: none"> <li>➤ Risk of social distancing not being maintained</li> <li>➤ Risk of transmission of virus from touching common surfaces (toilet, sink, door handle, light switch)</li> <li>➤ Risk of transmission from close proximity to respiratory droplets</li> </ul>	<ul style="list-style-type: none"> <li>• Child with special educational needs might find it very difficult to maintain distance with care giver.</li> <li>• Parent, SNA &amp; teachers to maintain heightened awareness of any symptoms or changes in baseline health</li> <li>• Beware of curricular resources going into mouths and requiring subsequent cleaning/isolation</li> <li>• SNAs must wear appropriate PPE when attending a child with intimate care needs (Face mask, gloves, apron)</li> <li>• Assist pupil with hand washing after toilet</li> <li>• Clean down all surfaces after use with all-purpose disinfectant</li> <li>• Assist pupils with hand washing/sanitizing before and after lessons, yard breaks, food breaks, after sneezing/coughing etc.</li> <li>• Provide regular prompts to help learn all the health &amp; safety protocols in place (how to line up, wash hands, use the toilet, tidy up, and prepare for going home...)</li> </ul>
<p><b>Teaching activities in multi-purpose room (Hall)</b></p>	<ul style="list-style-type: none"> <li>➤ Risk of transmission of virus by touching common surfaces in hall or shared classroom</li> </ul>	<ul style="list-style-type: none"> <li>• Aistear will take place in both the Junior Infants and Senior Infants Classroom.</li> <li>• There will be no sharing of toys between class bubbles.</li> <li>• The hall will be used as a SET room daily for the remainder of this year.</li> </ul>

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	<ul style="list-style-type: none"> <li>➤ Risk of coming into contact with students from other bubbles when moving through the corridor</li> <li>➤ Risk of transmission from sharing Aistear toys and equipment</li> </ul>	
<p><b>Classroom Arrangement</b></p>	<ul style="list-style-type: none"> <li>➤ Risk of transmission from sharing books and equipment</li> <li>➤ Risk of transmission of virus by touching</li> </ul>	<ul style="list-style-type: none"> <li>• Pupils will be seated using the arrangements suggested by the DES or however a teacher is comfortable.</li> </ul>

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	<p>common surfaces in hall or shared classroom</p> <p>➤ Risk of social distancing not being maintained</p>	<ul style="list-style-type: none"> <li>• Pupils to use their own materials only where possible– No sharing of personal equipment -glue sticks, ruler.</li> <li>• Pupils will sanitise / wash their hands <b><u>before and after certain activities</u></b>. eg coming into school, before eating, after lunch, after using the toilet, after messy activities, if visibly dirty.</li> <li>• Teachers to restrict pupil movement around the room as much as possible</li> <li>• Pupils in younger classes to have assigned coat hooks / boxes for coats.</li> <li>• Markings will be on the floor beyond which a child should not go so as to maintain distance between teacher and pupils in classes from third up.</li> <li>• Use of visors and masks for those teachers at risk or for pupils at risk especially during flu/cold season. Medical grade masks are available to all staff.</li> <li>• All pupil resources should clearly be labelled. Parents to be requested to do this.</li> <li>• No station teaching in classes. Teachers will prepare specific differentiation for all pupils within their own class.</li> <li>• Aistear will take place in the classroom. Teachers will clean toys regularly as per guidelines.</li> <li>• Teachers also have to sanitise hands regularly if correcting copies.</li> </ul>
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		<ul style="list-style-type: none"> <li>• Lessons to cover all of the protocols to be taught in September</li> </ul>
<b>Breaks</b>	<ul style="list-style-type: none"> <li>➤ Risk of pupils not lining up correctly.</li> <li>➤ Risk of social distancing not being maintained at entrances and exits (H)</li> <li>• Risk of students congregating in groups and mixing with other classes on the yard (H)</li> <li>• Risk of transmission of virus if sharing footballs, basketballs, skipping ropes (H)</li> </ul>	<ul style="list-style-type: none"> <li>• Usual rainy day supervision protocols will apply. Pupils may read/play games in their pods in class.</li> <li>• Teachers may wish to wear gloves doing yard duty/ carry their own pen.</li> <li>• All classes will leave classroom through designated door going out to yard.</li> <li>• Teachers are to sanitise hands if asked to open items by the children.</li> <li>• Parents have to fill water bottles at home.</li> </ul> <p><b>Lessons to be completed on:</b></p> <ul style="list-style-type: none"> <li>• <b>Lining up</b></li> <li>• <b>Maintaining social distancing</b></li> <li>• <b>Hand hygiene</b></li> <li>• <b>Food hygiene</b></li> </ul>

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		<ul style="list-style-type: none"> <li>• Each class will exit through their designated door.</li> <li>• Yard areas have been split so that bubbles do not mix at breaktimes.</li> <li>• Children will sanitize/wash hands (by pod) before leaving the classroom and when re-entering the classroom</li> <li>• Each class must play within their designated areas and not mix with other class groupings</li> <li>• Any sports equipment used outside must be cleaned after use</li> <li>• Each senior class will use their own equipment at lunchtime where applicable.</li> <li>• Yard injuries will be dealt with by the designated First Aider on duty (SNA).</li> <li>• Once the bell has sounded for the end of break, students are expected to freeze and then walk to their designated line-up area before re-entering the school building</li> </ul> <p><b><u>First Aid</u></b> <b>Sick/ Injured children:</b> If a child becomes sick or gets hurt the yard teacher will evaluate the child and if she/he deems it necessary for the child to receive first aid. The following protocols will apply -</p> <p style="text-align: center;">If the injury is only a scratch etc, the SNA will use the First Aid kit to apply treatment such as plasters/wiping of graze</p> <ul style="list-style-type: none"> <li>• SNA to sanitise hands first and wear gloves and apron when administering first</li> </ul>
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		<p>aid.</p> <p>Serious injuries: Children will be brought to the area outside the office.</p> <ul style="list-style-type: none"><li>• First Aid Area will be limited to those who are seriously hurt – head injury, bad fall, nose bleed</li><li>• Injured children must sit 2 metres apart while receiving First Aid treatment in the First Aid area,</li><li>• The reception area must be ventilated when used as First Aid Station.</li><li>• All other accidents will be documented and treated appropriately; parents will be notified of bumps to head, bad falls, nose bleeds etc. First Aider must bag up all used tissues, paper towels etc. and dispose directly after break</li></ul>
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<p>Administration of Emergency Medication</p>	<ul style="list-style-type: none"> <li>➤ Risk of social distancing not being maintained when administering first aid</li> <li>➤ Risk of spread of respiratory droplets (asthma attack, upset child)</li> </ul>	<ul style="list-style-type: none"> <li>• Children with asthma must have an updated asthma plan agreed between parent, child and the school.</li> <li>• Epi Pens must be easily accessed and the location known by relevant personnel</li> <li>• PPE should be worn (Visor/face mask, sanitize hands) before attending child</li> <li>• Emergency procedures for any other administration of medicines must be discussed and agreed with school management</li> </ul>
<p>Use of Toilets</p>	<p>Students:</p> <ul style="list-style-type: none"> <li>➤ Risk of spread of transmission of virus through shared use of toilets and sinks</li> <li>➤ Risk of transmission via hands touching contaminated surfaces</li> <li>➤ Risk of social distancing not being</li> </ul>	<ul style="list-style-type: none"> <li>• Parents encouraged to get children to go to toilet before coming to school/wash hands</li> <li>• Toilet times will be staggered in classes.</li> <li>• Designated toilets for staff.</li> <li>• Lessons on toilet hygiene/lining up to use toilets</li> <li>• Effective hand washing must be done following toilet use</li> <li>• Teachers will give regular prompts to students to wash and dry their hands properly when in the toilet</li> <li>• Teachers will set up a system for using the toilets, ensuring that all children have the opportunity to go throughout the day</li> </ul>

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- Toilet times will be staggered around lunch breaks
- Signage and posters will be displayed at all sinks, reminding children to wash their hands
- Toilets will be checked daily and cleaned daily
- All sinks and taps will be cleaned twice daily

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<p><b>Staffroom</b></p>	<p>➤ Risk of social distancing not being maintained in staffroom</p>	<ul style="list-style-type: none"> <li>• Those in the high-risk category ideally should remain in their own rooms.</li> <li>• All staff should wash their hands before entering staffroom.</li> <li>• The staffroom layout to be reconfigured to maximise usage while maintaining required social distancing (2m)</li> <li>• A second staffroom will be set up in the GP room.</li> <li>• Staff to clean their own utensils.</li> <li>• Maximum numbers in the staffroom - 8 people</li> <li>• Maximum number in hall area - 8 people</li> <li>• Staff to ensure that their own area has been cleaned up after use.</li> <li>• Staff to maintain social distancing while using the microwave/hot water.</li> <li>• Staff to sanitise before and after using any items</li> <li>• Signs have been displayed in both staffrooms to remind staff of social distancing and hotspots in the staffroom eg fridge handle</li> <li>• Face coverings must be worn if physical distance cannot be maintained</li> <li>• Avoid bringing personal items, such as phones to staffroom</li> </ul>
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<p><b>PE</b></p> <p><b>PE equipment</b></p> <p><b>External Coaches</b></p>	<ul style="list-style-type: none"> <li>➤ Risk of transmission through common touch surfaces (H)</li> <li>➤ Risk of transmission via hands touching contaminated surfaces</li> <li>➤ Risk of students congregating in groups and mixing with other classes on the yard (H)</li> <li>➤ Risk of transmission of virus if sharing footballs, basketballs, skipping ropes (H)</li> </ul>	<ul style="list-style-type: none"> <li>• All pupils to sanitise hands before and after PE sessions</li> <li>• Each class has their own PE equipment.</li> <li>• All PE will take place outside.</li> <li>• PE will be of a non-contact nature.</li> <li>• Teams will be made using existing class Pods</li> <li>• No external sports coaches will attend the school this year.</li> </ul>
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<p><b>Suspected Case of Covid 19</b></p>	<p>➤ Risk of transmission of Covid-19 throughout school</p>	<ul style="list-style-type: none"> <li>● Implement Suspected Case Procedure</li> <li>● In the case of a pupil, the parents/guardians need to be contacted immediately</li> <li>● Isolate pupil by bringing them to the isolation area, provide a mask for the pupil before moving through the school</li> <li>● Accompany pupil to the isolation area, via the isolation route, keeping at least 2metres away from the symptomatic person and making sure that others maintain a distance of at least 2metres from the symptomatic person at all times</li> <li>● The isolation area does not have to be a room but if it is not a room, it should be 2metres away from others in the room</li> <li>● If it is not possible to maintain a distance of 2metres, a staff member caring for a pupil should wear a face covering/face mask.</li> <li>● Assess whether the pupil can be immediately be brought home by parents, who will call their doctor and continue self-isolation at home</li> <li>● If it is a staff member, assess if the person can be directed to go home immediately</li> <li>● Facilitate the pupil/staff member presenting with symptoms to remain in isolation if they cannot go home immediately and facilitate them calling their doctor. The individual should avoid touching people, surfaces and objects. They should cover their mouth and nose with tissues provided when they cough/sneeze and put the tissue in the waste bag provided</li> <li>● If the person is well enough to go home, arrange for them to be transported by a family member, as soon as possible. Public transport should not be used.</li> <li>● If they are too unwell to go home or advice is required, contact 999 or 112 and inform them that the sick person is a Covid-19 suspect</li> <li>● Carry out an assessment of the incident which will form part of determining follow-</li> </ul>
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		<p>up actions and recovery</p> <ul style="list-style-type: none"> <li>• Arrange for appropriate cleaning of the isolation area and work areas affected</li> <li>• The HSE will inform any staff/parents who have come into close contact 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</li> </ul>
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<p><b>Visitors to the school</b></p>	<p>➤ Risk of transmission of virus into the school building</p>	<ul style="list-style-type: none"> <li>• Access to the school will be restricted to essential purposes only</li> <li>• Access inside the building must be controlled in order to minimise the risk of Covid-19 entering the building</li> <li>• Visitors can only enter the building, if they have prior approval/agreed appointment time, at a specific contact point</li> <li>• Parent/care giver of a pupil who has been isolated with suspected Covid-19 will be notified as soon as possible and arrangements for collection made</li> <li>• Essential visits by parents, contractors, DES Inspectorate must be arranged so that the school secretary can implement new Visitor protocols</li> <li>• A detailed sign in/sign out log of everyone entering the building must be maintained</li> <li>• Daily roll call of pupils will be conducted by class teacher at 10am and absences noted for contact tracing purposes</li> <li>• School secretary will manage the visitor contact log book</li> </ul>
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		<p><b><u>Visitor protocol:</u></b></p> <ul style="list-style-type: none"> <li>• Visitors are asked to wear a mask when arriving at reception.</li> <li>• Knock on the door in reception to alert the school secretary</li> <li>• School secretary will ask the visitor to sanitize hands immediately (and remind them that a mask has to be worn, if not already wearing one)</li> <li>• Visitor must wait in reception until Contact Log is filled out</li> <li>• Secretary can ask visitor to wait in reception while notifying Principal/teacher of arrival</li> <li>• Secretary responsible for follow up cleaning of the contact point</li> <li>• The Contact Log is school data and must be processed in compliance with the GDPR and Data Protection Acts</li> </ul>
<p><b>Implementation of Covid-19 Response Plan</b></p>	<p>➤ Risk of virus not being minimised and managed</p>	<ul style="list-style-type: none"> <li>• School management and Covid-19 Response Team will continue to promote awareness of Covid-19 symptoms</li> <li>• The Lead Worker Representative (LWR) is appointed and will liaise with staff members regarding any concerns/observations in relation to Covid-19 and report them to the Principal/BOM</li> <li>• All staff will undertake and complete Covid-19 Induction Training prior to the start of the school year.</li> <li>• The training will cover 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</li> <li>• Supplementary induction training will also be provided on enhanced cleaning regimes</li> <li>• A national information campaign to support parents and pupils will be conducted</li> </ul>

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		<p>prior to reopening</p> <ul style="list-style-type: none"><li>• Curricular time will be allocated to teaching all the health and safety protocols to children in all classes</li><li>• Advise staff and pupils that have symptoms not to attend school, to phone their doctor and follow HSE guidance on self-isolation</li><li>• Advise staff and pupils not to attend school if they have been identified by the HSE as a contact for person with Covid-19 and to follow HSE advice on restricting movement</li><li>• Advise staff and pupils that develop symptoms at school to bring this to the attention of the Principal promptly</li></ul>
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- Ensure that the staff and pupils know the protocol for managing a suspected case of Covid-19 in school
  - Everyone entering the school building needs to perform hand hygiene with hand sanitiser
  - Visitors to the school should be by prior arrangement and should be received at a specific contact point
- Physical distancing (of 2m) should be maintained between staff and visitors where possible

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