



SCOIL MHUIRE TRIM

Patrick Street, Trim, Co. Meath,



Return to school

Parent/Guardian Information Booklet

Information contained in this booklet is valid at the time of publication - there may be changes as we keep the situation under review - you will be notified of any changes.

Covid 19 Policy Statement & Response Plan

The Board of Management Scoil Mhuire, Trim has a revised **Covid 19 Policy Statement and Response Plan** in place. This booklet is Appendix 12 in the Covid Response plan which is available on the school website.

Worry/Stress/Feelings of Anxiety

If your daughter is feeling anxious about COVID-19 or anything related to it, the Guidance Counsellors Ms Mahon and Ms Whelan are available to help her. If she is feeling concerned about returning to school, that is understandable. We are encouraging students to talk to their parents/guardians about any worries they may have about school return.

Advice for parents during Covid - 19

The government has provided documentation and advice for parents in relation to `Back to school in September 2021`.

If your child has any of the following symptoms of Covid-19, do not send them to school and contact your GP:

- A temperature of 38 degrees Celsius or more, a new cough, loss or changed sense of taste or smell, shortness of breath or an existing breathing condition that has become worse, other uncommon symptoms of Covid-19, such as sore throat, headaches or diarrhoea

Do not send your child to school if they have:

- Been in close contact with someone who has tested positive for Covid-19
- Been living with someone who is unwell and may have Covid-19

See [here](#) for more.



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- If your GP sends your child for a Covid-19 test, your child should remain at home until a negative test result is received
 - If Covid-19 is not detected from the test, they can return to school once their symptoms are clear
 - If Covid-19 is detected, they must self-isolate and follow the instructions from public health
 - Public health will provide guidance to you on the next steps to follow. Read the HSE guide for parents [here](#) or see gov.ie/backtoschool for a live link.

This information is available at

<https://www.gov.ie/en/publication/a04fc-advice-for-students-and-their-families/#returning-to-school>

Video advice for parents and students at different levels

High-risk and vulnerable students

The link below contains a list that shows what a high-risk and at risk person is:

<https://www2.hse.ie/conditions/coronavirus/people-at-higher-risk.html>

If your daughter is in the high-risk or very high risk category, you must contact her Year Head at info@scoilmhuiiretrim.ie to let them know. Any student in the high risk or very high risk category cannot return to the school without discussing their condition with the Year Head or Principal. The GP should be consulted prior to any discussion with the school - the school cannot give medical advice to individual students.

Keeping Safe

All official guidelines from the Government and the HSE must be followed. These guidelines are liable to change and we will outline any changes if and when they occur.

Students who are returning from holidays/trips abroad must follow government guidelines in relation to foreign travel.

Your daughter must maintain physical distance and follow recommendations carefully. Where possible, this should involve keeping two metres (2 m) apart from other students. In classrooms, your daughter should observe at least one metre (1 m) physical distance from other students. However, she must keep a two metre (2 m) distance between herself and her teacher at the top of the room, when possible.

Signage is displayed throughout the school to remind students to physical distance and maintain proper hygiene.

Contact with Parents/Guardians

Students who display symptoms of Covid 19 at home **must not** come to school. If your daughter is not attending school on a particular day (s) we ask you to inform the school before 09:00.

Students who are displaying symptoms of Covid 19 in school will need to report this to their teacher immediately and the school will contact home. Parents/guardians must ensure that the phone contact details we have on file are correct – if you have changed phone number in the last year, please contact the main office immediately at 046 9431439 or email at info@scoilmhuiretrim.ie

It is essential that you monitor your phone during the day to check for a phone call from the school and come without delay to collect your daughter should the need arise.

If your daughter experiences symptoms of COVID-19, there is a plan already in place and we will follow the steps carefully. It is important that you know these steps as well so that you understand what is happening. Please read this information before your daughter returns to school.

Dealing with a Suspected Case of COVID-19

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

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

If a staff member/student displays symptoms of COVID-19 while at school the following are the procedures to be implemented:

- If the person with the suspected case is a student, the parents/guardians should be contacted immediately;
- Isolate the person and have a procedure in place to accompany the individual to the designated isolation area via the isolation route, keeping at least 2 metres away from the symptomatic person and also making sure that others maintain a distance of at least 2 metres from the symptomatic person at all times;
- The isolation area does not have to be a room but if it is not a room it should be 2m away from others in the room;
- If it is not possible to maintain a distance of 2m a staff member caring for a student should wear a face covering or mask. Gloves should not be used as the virus does not pass through skin;
- Provide a mask for the person presenting with symptoms He/she should wear the mask if in a common area with other people or while exiting the premises;
- Assess whether the individual who is displaying symptoms can immediately be directed to go home/be brought home by parents who call their doctor and continue self-isolation at home;
- Facilitate the person presenting with symptoms remaining in isolation if they cannot immediately go home and facilitate them calling their doctor. The individual should avoid touching people, surfaces and objects. Advice

should be given to the person presenting with symptoms to cover their mouth and nose with the disposable tissue provided when they cough or sneeze and put the tissue in the waste bag provided;

- If the person is well enough to go home, arrange for them to be transported home by a family member, as soon as possible and advise them to inform their general practitioner by phone of their symptoms. Public transport of any kind should not be used;
- 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;
- Carry out an assessment of the incident which will form part of determining follow-up actions and recovery;

Arrange for appropriate cleaning of the isolation area and work areas involved

Hygiene

On entry and exit from Scoil Mhuire, your daughter must carry out hand hygiene (washing or sanitising) at the sanitising stations located at the designated entry and exit point for your year group. This will be monitored by supervisors and we seek your cooperation on this issue.

Students must continually wash/sanitise their hands throughout the day. There are hand sanitising/wash stations at each entry/exit point to the school. In addition, there are numerous sanitising stations located around the school.

On entering the classroom for each class period, your daughter will use the sanitising station in each room to sanitise her hands. Having sanitised her hands she will then work with her teacher to sanitise her own work area.

She does not need to wear protective gloves for school. The use of disposable gloves in the school by students is not generally recommended. Routine use does not protect the wearer and may expose others to risk from contaminated gloves. Instead, it is far better to keep washing her hands and maintain all other sanitary hygiene.

The use of hand sanitiser does not negate the need to wash hands.

Here is a reminder about correct hand-washing procedures:

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

Your daughter must not share any equipment or food with another student. Social, physical contact (hand to hand greetings, hugs) are discouraged.

Your daughter should ensure that she and the people around her follow proper respiratory hygiene. This means covering her mouth and nose with a tissue or her bent elbow when she coughs or sneezes. Then dispose of the used tissue immediately and safely into a nearby bin & wash/sanitise her hands. By following good respiratory hygiene, your daughter will protect herself and the people around her from viruses such as cold, flu and COVID-19.

There will be additional cleaning staff on the school premises during the school day who will clean toilets regularly and sanitise frequently touched surfaces.

Face Masks

Your daughter is required to wear a face mask in order to minimise the risk of spreading infection. Masks must be worn at all times unless advised to remove it by a staff member when 2 metres physical distancing can be maintained. We recommend that she have three reusable cloth face masks (plain coloured – no images) for each school day. She must have a plastic bag to store the used masks.

Cloth face coverings are not suitable for anyone who:

- has trouble breathing
- is unable to remove it without help
- has special needs and who may feel upset or very uncomfortable wearing the face covering

Do not criticise or judge people who are not able to wear a face covering

[Advice on how to properly use face coverings can be found here.](#)

Access to School and Contact Log:

Arrangements 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.

Parents/Guardians are discouraged from dropping off items for students. They will not have access to the school building for such purposes.

Parents/Guardians who are collecting their daughter for appointments will be required to contact the school on arrival at the school gate. Your daughter will then meet you at the school gate.

Entry

The school will operate staggered finishing times for individual year groups at the following times.

Year Group	Monday - Thursday
1 st	3.37pm
2 nd	3.40pm
3 rd	3.43pm
TY	3.46pm
5 th	3.49pm
6 th	3.51pm

Year Group	Friday
1 st	12.57pm
2 nd	1.00pm
3 rd	1.03pm
TY	1.06pm
5 th	1.09pm
6 th	1.11pm

We ask that students leave the school grounds promptly with no loitering at the school wall. Students waiting for buses may do so in the school grounds practicing physical distancing.

Equipment

Students can no longer share any books with another student. All students should have their own equipment such as pens, pencils, calculators, erasers, etc.

You must ensure that all equipment and items of uniform are labelled clearly with your daughter`s name.

Shared Equipment

Art – Where possible students should have their own individual art and equipment supplies. IF equipment has to be shared, it must be sanitised before and after use

Electronics – Shared electronic devices such as devices, keyboards should be sanitised before and after use

Musical Equipment/Instruments – To the greatest extent possible, instruments should not be shared between students and if sharing is required, the instruments should be sanitised before and after use

Science/Home Economics – Shared equipment must be sanitised before and after use

Shared Sports Equipment – Equipment sharing will be minimised. However, if equipment is shared, it must be sanitised before and after use.

Facilities

- **Lockers:** Lockers have been removed from the school. Many teachers will not require your daughter to bring in text books for every lesson so you will be able to leave them at home. She should focus on just bringing in copies/hardbacks to take notes. Subject Teachers will direct your daughter as to what books, copies she will need to bring into school.
- **Water Fountains:** Your daughter will need to bring sufficient water and other drinks to school with her. The water fountains have been removed and replaced with hand washing facilities. She will not be able to refill your bottles during the day.
- **Vending machines:** Vending machines have been removed from the school.
- **Canteen:** The catering company will operate a pre-order – prepay ordering system. Students also have the option of queuing to order food in an orderly manner. This will be supervised and monitored. Please see

the school website at www.scoilmhuiretrim.ie for further details on pre-ordering.

Uniform

Full school uniform must be worn at all times. Your daughter must wear her full P.E. uniform on the days that she is timetabled for P.E. class(s). There are no changing facilities for P.E. class.

Movement around the building

There will be COVID-19 signage around the school building reminding your daughter of what to do to ensure she stays healthy. We ask her to look carefully at these and make sure that she follows them.

One-way systems will operate in particular areas of the school. Your daughter will be advised of these by signage and instruction on her return to school. She will not have the same level of movement around the building as she is used to.

Arrangements for Break Times and Lunch Times.

Your daughter must eat her lunch in the assigned form room. She **cannot move around form rooms at lunchtime as that will increase the risk of spreading the virus in our school.** Your daughter can use the toilet nearest to her form room at breaktimes. Food must not be shared with any other students. This is to minimise the risk of spreading COVID-19 among students. If your daughter forgets her lunch please let the Year Head know and lunch will be arranged.

6th Year students cannot leave the school campus at lunchtime. This ensures that the school community remains a closed community.

After School Supervised Study

Scoil Mhuire can facilitate supervised after school study on Monday, Tuesday, Wednesday and Thursdays. Please contact school office for details.

The government have recommended that students walk or cycle to school, if at all possible..

And finally, let's all work together to keep our school community safe in these unprecedented times. The ever-evolving situation will require constant review and we ask for your support and understanding as we adapt to the new normal.

Remember - **We're all in this together!**