



SCOIL MHUIRE TRIM

Patrick Street, Trim, Co. Meath,



Return to school Student Booklet

The information contained in this booklet is subject to change in accordance with HSE/DES advice. We will update you on any changes.

Feelings about Return to School

If you are feeling worried, nervous or anxious about returning to school or COVID-19 or anything related to it, the Guidance Counsellors Ms Mahon and Ms Whelan are available to help you. If you are feeling concerned about returning to school, talk to someone about it - your parents/guardians, family members or your friends - talking helps. Any worries are completely natural. The Guidance Counsellors will be available to provide support for you if you are experiencing any difficulties about catching up with your schoolwork or about your health or the health of others.

Students in the High Risk or Very High Risk Groups

The link below contains a list that shows what a high-risk or very high risk person is: <https://www2.hse.ie/conditions/coronavirus/people-at-higher-risk.html>

If you are a person in the high-risk category, your parent/guardian or you if you are over 18 must contact your Year Head at info@scoilmhuiretrim.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 first. This is to ensure your safety. If you believe you may be at risk you should discuss this with your GP in the first instance and ask their advice.

Keeping Safe

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

Maintain physical distance and follow recommendations carefully. This means where possible, you should keep two metres apart from other students. In classrooms, you must observe a 1 metre physical distance from other students around you. Masks must be worn at all times unless instructed by the class teacher. Social physical contact (hand to hand greetings, hugs) are discouraged. You must not share any equipment unless it has been sanitised and you must not share food with other students.

Physical Distancing Outside of School

It is essential that you practice physical distancing while outside of school and on your way to and from school. **Any action outside of school which is not in keeping with HSE guidelines on Covid prevention has the potential to put everyone in our school community at risk.** Once you come to school you also have a responsibility to ensure that you behave appropriately outside of school - we want to **KEEP COVID OUT OF SCOIL MHUIRE.**

Hygiene:

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

You must continually wash your hands throughout the day, especially before eating, or using the toilet facilities. All toilet areas have hot water, liquid soap dispensers, hand dryers and bins. Partitions have been placed between wash hand basins to maintain physical distancing. Additional handwashing areas are located in the atrium, outside room 10, outside the side exit in the Gym and outside the school close to the prefabs. You do 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 your hands and maintain all other sanitary hygiene.

Here is a reminder about how to correctly wash your hands:

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

Students will be asked to sanitise their desk and chair at the beginning and end of each class period.

Hand Sanitisers

There are hand sanitising stations in every classroom and at various locations around the school, but we recommend that you have your own bottle of hand sanitiser and tissues. Sanitise/wash your hands regularly throughout the day.

Respiratory Hygiene

Make sure that you follow proper 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 and safely into a nearby bin & wash/sanitise your hands. Please have tissues with you for use in case of a cough or sneeze. By following good respiratory hygiene, you protect the people around you 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

You must wear a face mask in order to minimise the risk of spreading infection when 2 metres physical distancing cannot be maintained. 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 you have three reusable cloth face masks (plain coloured – no images) for each school day. Please 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.](#)

Symptoms of COVID-19

If you are experiencing any symptoms of COVID-19 you must not come into school.

They are:

- ✓ High temperature
- ✓ Cough
- ✓ Shortness of breath or breathing difficulties
- ✓ Loss of smell, of taste or distortion of taste

Infection with the virus that causes COVID-19 can cause illness, ranging from mild to severe, and, in some cases, can be fatal. It can take up to 14 days for symptoms to show. They can be similar to symptoms of [cold](#) and [flu](#).

Common symptoms of coronavirus include:

- a fever (high temperature - 38 degrees Celsius or above).
- a new cough - this can be any kind of cough, not just dry.
- shortness of breath or breathing difficulties.
- loss or change in your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

This link will show you all of the symptoms:

<https://www2.hse.ie/conditions/coronavirus/symptoms.html>.

Stay home and phone your doctor if you or a family member are exhibiting any symptoms, and follow the HSE guidelines on self-isolation, found below:

[HSE guidance on self-isolation](#)

If you experience any symptoms of COVID-19 while in school, you must let your teacher know immediately. The teacher will direct you to an isolation area where you can remain apart from others while waiting to go home. This will keep everyone safe.

If you experience symptoms of COVID-19 while at school, 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.

1. 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

If you have been in contact with someone who is a confirmed case or if you or a member of your household are displaying symptoms of COVID-19, you must stay at home, inform the school and follow HSE guidelines.

Entry Points

Students will be assigned specific entry points to the school depending on the location of form rooms. They must sanitise/wash their hands prior to entering/exiting the school building/prefabs.

Form Room	Entry point
R8, R11 - R20	Door beside R10
PF1- PF11	Entrance to prefab area at the side of the school next the Church.
R1- R5, R21- R32	Main Student Entrance

Staggered leave times at end of school day:

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

You 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 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 you to bring in text books for every lesson so you will be able to leave them at home. You should focus on just bringing in your copies/hardbacks to take notes. Subject Teachers will direct you as to what books, copies you will need to bring into school.
- **Water Fountains:** You will need to bring sufficient water and other drinks to school with you. The water fountains have been removed and replaced with hand washing facilities. You 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. You must wear your full P.E. uniform on the days that you are 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 you of what to do to ensure you stay healthy. Please look carefully at these and make sure that you follow them. One-way systems will operate in particular areas of the school. You will be advised of these by signage and instruction on your return to school. You will not have the same level of movement around the building as you are used to.

Arrangements for Break Times and Lunch Times.

You must eat your lunch in your assigned form room. **You cannot move around form rooms at lunchtime as that will increase the risk of spreading the virus in our school.** You can use any toilet at break times but must not delay on the corridors. Please return to your assigned room as quickly as possible. You must not share any food with someone in your

class. This is to minimise the risk of spreading COVID-19 among students. If you forget your 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.

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!**