

GENERAL

Name: _____

Date of Return to School: _____

- Out of an abundance of caution, the Board of Management at Knockbeg College set forth new measures designed to minimise the risk of Covid-19 in the school. Covid-19 Response Plan is available to all parents / guardians from the school website and has been developed to address the risk of Covid-19. It outlines the measures we are committed to implementing in addressing these risks.
- Parents / Guardians / Students need to familiarise themselves with the Symptoms of Covid-19 i.e. Fever or Chills, Cough, Shortness of breath, Fatigue, Aches and Pains. Students should immediately inform their Teacher should they experience any of these symptoms.
- “Stay at home if unwell” Policy is in operation at Knockbeg College. This means that if any student displays symptoms of Covid-19 they should stay at home. Should a student display symptoms in class, they will be immediately isolated on the school premises and the parent /guardian will be contacted to collect the student.
- **Classrooms** - Student based classrooms are in operation for break times and before school starts. Where students are moving to specialist / option classrooms, they should sit with their base classroom classmates.
- **Student Lockers** will not be available- students are advised to bring copybooks to school.
- **Cleaning** - We will see increased cleaning schedules from the start of the new school year. Cleaners will now start earlier and will focus on sanitising touch points i.e. handrails, door handles, in addition to our normal schedule of cleaning.
- **Hygiene** - Students are expected to wash hands thoroughly for 20 seconds using hot water and soap at various points throughout the school day i.e. before and after each break.
- **PPE Packs** - will be available in each classroom comprising of Hand Sanitiser, Disposable Gloves & Face Masks (for those presenting with symptoms).
- **Hand Sanitising Stations are located as follows** - All Student Entrances, Outside each toilet block, Outside the staff room door, In each classroom, In all meeting areas, Additional drums of sanitising wipes are located in the practical rooms i.e. to ensure desks, tables, equipment etc. are cleaned down at the start and end of each class and when sharing equipment between students. They should be used throughout the day. Students are asked to bring their own sanitiser also. Students are advised to not (either intentionally or accidentally) ingest hand sanitiser.
- **Respiratory Etiquette** - Students are reminded to cover their nose and mouth when sneezing / coughing. Used tissues should be discarded immediately in the nearest available waste bin. Cups, bottles, pens are not to be shared.
- **Contact Tracing Log** - is in operation for the detection and isolation of close contacts of a suspected / confirmed case of Covid-19. Advanced Learning will be the primary tool used for retrospectively tracing movements of students.
- **Only authorised personnel allowed in the building** i.e. those who have filled out the Covid-19 Self Declaration Form. Visitors to the school are now by appointment only. Students should now bring with them what they need to school each morning.
- **Collecting students from school** - Parents / guardians are asked to not come to the reception when collecting a student. They should phone the school office, indicate that they are in the car park to collect the student. The secretary will sign the sign out book as confirmation and then let the student leave.
- **Social Distancing** is important - Maintain at least 2 metres between you and anyone else where at all possible.
- **Use of PPE** - we will follow the latest Public Health Advice regarding use of Face Masks in Knockbeg College.
- **Water Dispensers / Fountains have been disconnected as a key control measure in preventing the transmission of the Covid-19 in the school.** Students are expected to bring their own water to school each day.
- **Blended Learning Plan** - as the Covid-19 crisis continues to evolve, Knockbeg College will take appropriate steps to safeguard our school community. This may see a return to distance learning / blended learning environment using Microsoft 365 and other technologies. We will provide more information if / when this is likely in the school.
- **If you or a student develops Covid-19 Symptoms in school the procedure is as follows:**
 - Provide the suspected case with a mask and disposable gloves from the PPE Pack in each classroom. Suspected Case shall wear the mask at all times up until they leave the school premises.
 - Accompany the suspected case to the First Aid Room (the primary isolation room) or where already occupied the 1st Floor Storeroom (Main Building) (the secondary isolation room) keeping at least 2 metres distance at all times.
 - Contact home to arrange transport home. Public transport of any kind should not be used.
 - Suspected Case shall avoid touching people, surfaces and objects so far as is reasonably possible.
 - Suspected Case should cover their mouth and nose with disposable tissue provided when they cough or sneeze and put the tissue in the waste bag provided.
 - Once the suspected case has left the premises, appropriate cleaning of the isolation area and classrooms will take place.
 - Knockbeg College will provide assistance if contacted by the HSE.



SIGNATURE:

DATE COMPLETED: