



Coláiste Abbáin



053 924 0564 info@colaisteabbain.ie  
Adamstown, Enniscorthy. Co. Wexford

# Returning to school 15<sup>th</sup> March 2021

Senior Cycle Students:  
5<sup>th</sup> Year Students

# Welcome to Coláiste Abbáin everybody!

In January, the government took the step of closing schools to slow the spread of Covid 19. This change to how we teach and learn once again was difficult but we are so proud of how students managed with Remote Learning. Your ability to face this huge challenge and adapt to remote learning was outstanding. Even though there were no doubt difficult times for our students, you have developed new skills in motivation, discipline, independent learning, IT and developed your resilience. Well done!

As we now return to school we have to change some of our procedures so that we, as a school community, can continue to keep Covid out of our schools, homes and communities.

# Taking personal responsibility

- At this time, we must always be mindful of the need to be physically distant. Students must maintain at least a **1 metre distance from other students and 2 metres from staff** members. This includes when you are walking to and from school.
- We know that you will be very happy to see your friends again but it is very important that you remember to keep a physical distance. This means that you cannot make any **physical contact** with anybody – no hugging, hand shaking, high fives, claps on the back etc.
- Students must **sanitise** their hands on entry to the school building and on entry to every class. Frequent **handwashing** throughout the day should also be practised.

# Handwashing

Please watch the following short video

A handwashing poster with an orange background. At the top, the text reads "Protect yourself and others from getting sick". Below this, a dark red banner contains the text "Wash your hands". To the left, there is an illustration of a blue faucet with water flowing into a pair of hands being washed with soap suds. To the right of the hands, a list of seven bullet points provides instructions on when to wash hands. At the bottom left is the "RESIST" logo, at the bottom center is the website "www.hse.ie/handhygiene", and at the bottom right are the logos for HSE and Hpsc.

Protect yourself and others  
from getting sick

**Wash your hands**

- after coughing or sneezing
- when caring for the sick
- before and after you prepare food
- before eating
- after toilet use
- when hands are visibly dirty
- after touching cuts, blisters or any open sores
- you can use alcohol hand rub, if hands are not visibly dirty

**RESIST**

[www.hse.ie/handhygiene](http://www.hse.ie/handhygiene)

HSE hpsc

# Taking personal responsibility

- Every student should have their **own supply** of face masks, sanitiser, tissues, gloves etc
- Respiratory etiquette:
  - Always cough or sneeze into a tissue or your elbow
  - Dispose of the tissue in a bin
  - Turn your face away from others as you cough or sneeze
  - Wash your hands thoroughly afterwards

**IF YOU HAVE SYMPTOMS OF COVID, YOU MUST STAY AT HOME.**

**IF YOU HAVE BEEN IN CONTACT WITH SOMEONE WHO HAS HAD A CONFIRMED COVID DIAGNOSIS, YOU SHOULD NOT COME TO SCHOOL FOR TWO WEEKS.**

**FOLLOW CURRENT HSE GUIDANCE AT ALL TIMES.**

When you cough or sneeze  
cover your nose and mouth  
with a tissue



or

Cough or sneeze into your elbow,  
not your hands.

# Face coverings

- All students must wear a mask or visor (visors only if you have a medical condition) while in the school building – classrooms, corridors and toilets.
- Face masks and visors should be washed every evening.
- **You may remove the mask when in your outside space, but only if you can maintain a physical distance of at least 1 metre.**
- Scarves, snoods, bandanas etc are not acceptable as face coverings.
- **You must not enter the school building without a face covering.**
- If you have forgotten a face covering, wait at the front door of the school and Mr Nolan/Ms Simmons will assist you.

# New school procedures

Due to the Covid 19 pandemic, we return on 15<sup>th</sup> March to a very different type of school environment. Covid has necessitated several new procedures to be implemented in our school. Please remember that everything we are doing is to keep you and your loved ones safe.

**We must do everything we can  
to keep Covid 19 out of our school.**



# Base Locations

- Every tutor class has a base location.
  - TY                      Rm 308 & Rm 309
  - **5<sup>th</sup> Yrs                Rm 116 & Rm103**
  - 6<sup>th</sup> Yrs                Rm 403 & Rm 404
- Toilets to be used are located in the Red Brick Area for 6<sup>th</sup> Yrs and **5<sup>th</sup> Yrs may use Toilets beside isolation room until 12<sup>th</sup> April .** No other toilets should be used.
- Entry to the school is through the main door at the front of the building.

# Overflow rooms

- In order to comply with physical distancing requirements, it may be necessary occasionally to ask students to leave their class for another supervised classroom.
- Students will be assigned to this room on a rotational basis.

# Seating plans

- Seating plans in base locations will be devised by Tutor.
- Seating plans in Classrooms are devised by the class teacher.
- Option subjects: your teacher will create the seating plan. You will be seated alongside students from your tutor class.
- **Seating plans are to keep you safe.**
- They are not negotiable.
- **Anyone found in an incorrect seat or challenging a teacher on the seating plan will be removed from class.**

**THIS IS A HEALTH AND SAFETY ISSUE**

# Classroom procedures

- **Sanitise** your hands on entry to the classroom.
- Enter the classroom in single file
- Maintain a **1 metre distance** while entering.
- Take a **disinfectant wipe** from box on entering.
- Walk directly to your assigned desk.
- Wipe down your desk and chair and leave wipe folded on the desk.
- At the end of class, wipe down your desk and chair.
- Leave the wipe in the **Designated Bin**.

# Shared Equipment

- By necessity, some classroom equipment needs to be shared including tablets, computers and the equipment used for practical subjects.
- Cleaning of such shared equipment with wipes or other cleaning products must be done by students after each use under the supervision of teachers to minimise the risk of the spread of infection.

# Lockers

- Students are only **allowed** to access their locker
  - in the morning before school,
  - during the second half of lunch by permission of the teacher on supervision duty
  - during the last class of the school day.
- Students are not allowed to access their lockers at any other time.
- **Students can only access their locker when the lockers beside them are not in use. Maintain a 1 metre distance.**
- Visual displays demonstrating this must be adhered to.

# Break & Lunchtime procedures

- Access to the Canteen is not permitted outside of allocated times.
- 6<sup>th</sup> Yr Students **are permitted** to leave school grounds to go for **lunch only**.
- 5<sup>th</sup> Yr Students will have **access** to canteen for the **2<sup>nd</sup> Half** of small break and Lunchtime. Maintain a **1 metre distance**.
- Break & lunch time will be staggered to allow both year groups access but at different times.

# Morning Break procedures

- From March 15<sup>th</sup>
- Canteen access
  - 6 th years 11:00 -11.08
  - **5th years 11.08 – 11.15**



# Lunch Time – From March 15th

- **5th years access canteen: 1.30 Monday /Tuesday and 12.50 Wednesday – Friday to end of lunch**
- 6th years are allowed to go to Cullens for lunch.

# Corridors

- A **one-way-system** is in operation.
- Walk on the left hand side of the corridor.
- Walk in single file.
- You must leave at least **1 metre distance** between you and the person in front of you on the corridor.
- There can be no stopping to chat to friends either from your own class or from the other class.

**WE MUST AVOID POTENTIAL INFECTION  
SPREADING BETWEEN CLASS GROUPS**

# Yards

- Access to outside is **limited to the Zones** allocated to each year group.
- **5<sup>th</sup> year ZONE is the STAFF CAR PARK adjacent to the Gym.**
- Year groups are not allowed mix.

# PE

- Where possible, PE will take place outdoors and use of equipment will be confined to the sets for that class group.
- No changing rooms will be available and students should wear their PE gear only on PE day.
- Students are also encouraged to bring spare footwear on PE days.

# Limited access to school grounds

- We will continue to need and look for parental/guardian support in ensuring we are best placed to work through the coming weeks.
- **Parents/ guardians and visitors are not allowed in school**
- Drop off and collection arrangements remain the same as December. Parents are asked **not to congregate outside** schools during drop-off and pick-up.
- There are no parking facilities on school grounds for parents / guardians and students.
- Parents/ guardians are expected to arrange appointments for students outside of school hours to minimise risk and disruption to our teaching and learning school day.

# Collection of Students during the School Day

- If an adult has to collect a student during the course of the school day, the following arrangements will apply
- When the adult arrives at the school, they should press buzzer/knock on Hatch window.
- **No adult should pass the Office Hatch. There are no exceptions to this rule.**
- The student will be called from their class to the adult by a member of staff.
- The adult who is collecting will be asked to identify themselves to the secretary who will sign on their behalf.

# What to do if you suddenly feel sick during the school day

- Tell a teacher/Tutor/ or your Year Head immediately.
- If you have symptoms of Covid 19 – temperature, shortness of breath, loss of taste - you will be brought to an isolation room no 5.
- Your parents or guardians will be contacted and asked to bring you home immediately.
- If your parents have changed phone number since you joined our school, you must ensure that you have given the **updated number to the office.**

# Your emotions as you return to school

- You may be feeling anxious or worried as you return to school, especially after such a long break from school. These are perfectly natural feelings.
- Try not to focus on the worries – instead focus on the positives. Focus on our collective efforts to work together to keep everyone safe. We are a team.
- Should you need to speak to someone in confidence, we have our counsellor available: Mr Tynan
- Talk to your tutor, a teacher, year head or friends. Everyone will help to support you.



# Finally

We know that these changes will be restricting and that it may take some time to adjust to them. At times, you may find it difficult and frustrating but please remember that this is the Coláiste Abbáin effort to keep everyone in this school safe and by doing that, we keep our families, loved ones and communities safe too.

Since schools shut in December, you have proven your ability to adapt, developed your resilience and shown strength of character. We know that you will continue to demonstrate this spirit as we re-open our school.

Thank you