



Coláiste Abbáin



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Adamstown, Enniscorthy. Co. Wexford

Returning to school September 2020

Senior Cycle Students

Welcome to Coláiste Abbáin everybody!

A special word of welcome to you our new first year students

Last March, the government took the unprecedented step of closing schools to slow the spread of Covid 19. This sudden change to how we teach and learn was difficult but we are so proud of how students managed this new way of 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 says "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 reasons to wash hands is provided. At the bottom, there is a "RESIST" logo, the website "www.hse.ie/handhygiene", and the logos for HSE and HPSIC.

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  

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 when physical distancing cannot be guaranteed.
- This means that you 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 this year to a very different type of school environment. It has necessitated several new procedures to be implemented in our school. You may find some of these changes difficult but 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
 - 5th Yrs Rm 401 & Rm402
 - 6th Yrs Rm 403 & Rm 404
- Toilets to be used are located in the Red Brick Area. 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

- Until we all get used to attending school while maintaining a physical distance from others, there can be no access to 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. Visual displays demonstrating this must be adhered to.

Break & Lunchtime procedures

- Access to the Canteen is not permitted outside of allocated times.

Morning Break procedures

- Break 1st, 2nd and 3rd years are expected to bring in a snack for break time to be eaten in their designated area.
- TY break pre-ordered and delivered to classrooms beside the canteen (Rm 308 & RM 309). More information will follow on this.
- Canteen access
 - 6 th years 11:00 -11.08
 - 5 th years 11.08 – 11.15

Lunch Time

- 1st and 3rd Year Groups pre-order lunch delivered to base areas.
- 2nd Year Group access canteen: First 15 minutes of lunch break:
 - o Monday /Tuesday 1.15-1.30pm
 - o Wednesday – Friday 12.35 – 12.50pm
- TY Students access canteen 10 minutes earlier (1.05pm Monday and Tuesday, 12.25pm Wednesday – Friday)
- 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. (6th year privilege)

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

- No access for the short term unless with direct teacher supervision of a specific student group / class cohort. We are in a unique position where all students stay on campus all day with the exception of our 6 th Year Group at lunch.

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 on school grounds.
- Drop off and collection arrangements remain the same as last year.
- 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 either phone the office or use the intercom at reception to alert the office that they have arrived. Only two people can be in the reception area at any one time, and they must wear masks. Please check the number of people in the reception area before entering.
- 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.
- No adult can enter the school building from the reception area/front door, unless invited to do so.

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 March, 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