

Dear Parent/Guardian,

As promised I now revert to you with an update of our return to school arrangements

The school has initiated a Covid-19 Response specific to St Flannan's College over the past number of weeks in order to plan and activate the return to school procedures issued by the Department of Education & Skills recently. This plan places student and staff safety at centre of everything we do. There have been many challenges to reconfigure classrooms, move furniture and restructure the school day and timetable. We are endeavouring to find creative solutions to ensure that there will be quality teaching and learning for all and we will do our very best to ensure that the transition back to school is as smooth as possible. Individual year groups will be gradually returning over a longer period to allow staff and students greater time to adjust to the new setting and for a full induction for all.

There will be several changes when school returns and as part of the school's response we are increasing the morning break to 20 minutes and reducing the lunchtime break to 40 minutes each day. Both these breaks will be staggered, and every student and staff member will have access to one 20-minute break and one 40 min break each day. The staggering of the breaks assists us in monitoring physical distancing and reduces the numbers accessing common areas at any one time. There will be no reduction in tuition time and the new school day for the coming academic year 2020/21 will be as follows:

### **Structure of the class day.**

Variations in the structure of the class day can be viewed on the next page. Your child will have one or more of these day structures on their timetable.

# ST. FLANNAN'S COLLEGE

Ennis, Co. Clare, Ireland.



## Small Break at 10:20 with lunch at 12:40

| Start Time | 2 Classes   |              | Small Break | 3 Classes   |             |             | Lunch      | 4 classes Mon & Tues<br>3 classes Wed-Fri |           |           | Mon-Tue<br>Only |
|------------|-------------|--------------|-------------|-------------|-------------|-------------|------------|---|-----------|-----------|-----------------|
| 9am        | 9:00 – 9:40 | 9:40 – 10:20 | 10:20-10:40 | 10:40-11:20 | 11:20-12:00 | 12:00-12:40 | 12:40-1:20 | 1:20-2:00                                 | 2:00-2:40 | 2:40:3:20 | 3:20-4:00       |

## Small Break at 10:20 with lunch at 1:20

| Start Time | 2 Classes   |              | Small Break | 4 Classes   |             |             |            | Lunch     | 3 classes Mon & Tues<br>2 classes Wed-Fri |           | Mon-Tue<br>Only |
|------------|-------------|--------------|-------------|-------------|-------------|-------------|------------|-----------|---|-----------|-----------------|
| 9am        | 9:00 – 9:40 | 9:40 – 10:20 | 10:20-10:40 | 10:40-11:20 | 11:20-12:00 | 12:00-12:40 | 12:40-1:20 | 1:20-2:00 | 2:00-2:40                                 | 2:40:3:20 | 3:20-4:00       |

## Small Break at 11:00 with lunch at 12:40

| Start Time | 3 Classes   |              |             | Small Break | 2 Classes   |             | Lunch      | 4 classes Mon & Tues<br>3 classes Wed-Fri |           |           | Mon-Tue<br>Only |
|------------|-------------|--------------|-------------|-------------|-------------|-------------|------------|---|-----------|-----------|-----------------|
| 9am        | 9:00 – 9:40 | 9:40 – 10:20 | 10:20-11:00 | 11:00-11:20 | 11:20-12:00 | 12:00-12:40 | 12:40-1:20 | 1:20-2:00                                 | 2:00-2:40 | 2:40:3:20 | 3:20-4:00       |

## Small Break at 11:00 with lunch at 1:20

| Start Time | 3 Classes   |              |             | Small Break | 3 Classes   |             |            | Lunch     | 3 classes Mon & Tues<br>2 classes Wed-Fri |           | Mon-Tue<br>Only |
|------------|-------------|--------------|-------------|-------------|-------------|-------------|------------|-----------|---|-----------|-----------------|
| 9am        | 9:00 – 9:40 | 9:40 – 10:20 | 10:20-11:00 | 11:00-11:20 | 11:20-12:00 | 12:00-12:40 | 12:40-1:20 | 1:20-2:00 | 2:00-2:40                                 | 2:40:3:20 | 3:20-4:00       |



## Back to School Schedule

| Date                                | Student Group   | Times       |
|-------------------------------------|---|-------------|
| Tuesday 1 <sup>st</sup> September   | <b>1<sup>st</sup> Year Induction</b><br>Classes 1A, 1B, 1C & 1D<br>Classes 1E, 1F, 1G, & 1H                     | 9am<br>11am |
| Wednesday 2 <sup>nd</sup> September | All 1 <sup>st</sup> Year groups to attend their timetabled classes<br>1A-1H                                     | 9am         |
| Thursday 3 <sup>rd</sup> September  | <b>6<sup>th</sup> Year return to school &amp; Covid induction</b><br>6A, 6B, 6C, 6D & 6E<br>6F, 6G, 6H, 6I & 6J | 9am<br>11am |
| Friday 4 <sup>th</sup> September    | <b>3<sup>rd</sup> Year return to school &amp; Covid induction</b><br>3A, 3B, 3C & 3D<br>3E, 3F, 3G & 3H         | 9am<br>11am |
| Monday 7 <sup>th</sup> September    | <b>5<sup>th</sup> Year return to school &amp; Covid induction</b><br>5A, 5B, 5C, 5D & 5E<br>5F, 5G, 5H, 5I & 5J | 9am<br>11am |
| Tuesday 8 <sup>th</sup> September   | <b>2<sup>nd</sup> Year return to school &amp; Covid induction</b><br>2A, 2B, 2C & 2D<br>2E, 2F, 2G & 2H         | 9am<br>11am |
| Wednesday 9 <sup>th</sup> September | <b>Transition Year return to school &amp; Covid induction</b><br>TY1, TY2, TY3 & TY4                            | 9am         |

### New Covid-19 Protocols:

An amended Code of Behaviour will issue shortly. In the meantime, I outline below some information as a support in preparation for a return to school.

### Masks

All students must bring a mask to school each day. ***It will be mandatory to wear a mask where 2 meter physical distancing cannot be maintained.*** This will include the vast majority of classes and when moving between classes. It is the students' responsibility to have a mask and to store it in Ziploc type bag when it is not in use. Masks must be fitted behind the ears and fit well below the chin. When using masks students must ensure that they are of plain material and colour and do not make any offensive statement. Bandanas or scarves will not be allowed.

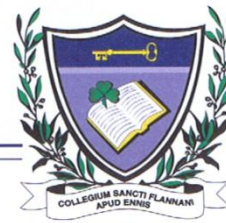
If a student has a particular need where a face mask is not possible other accommodations will be made. Please contact [Covid-info@stflannanscollege.ie](mailto:Covid-info@stflannanscollege.ie) with details should this be the case.

### One-way corridor system

A one-way corridor system will be in place for the majority of corridors. It is necessary to have a two way system in some corridors and in these cases there will be a 'walk on the left' system in place. Directional arrows are in place throughout the corridors to guide students and staff. There will be designated entry and exit doors to the school and signs will be on all doors showing this.

### Hand Sanitiser

Hand sanitiser will be used throughout the school day and will be available in each classroom and toilet facility and in several other common areas throughout the school. Students are asked to use sanitiser when



entering and leaving these locations. It is recommended also that students carry their own supply of sanitiser with them. Thorough hand washing should be undertaken before leaving any toilet facility.

## Lockers

Out of concern for physical distancing we are not making lockers generally available except in exceptional circumstances. Teachers will work with students to minimise how much is required to be carried in and out of school each day and we will try to ensure that students are not over loaded with books. After the first number of weeks of term we will re-evaluate if it will be safe to use lockers. If it becomes clear that lockers are not going to be used for the coming year the return of the locker fee paid will be refunded.

## Uniform

Full uniform will be worn to school each day. Your son/daughter will wear a tracksuit legs (**not leggings**) and runners on the day that they have PE. They can remain in their PE gear with school jumper for that day.

## Arrival to school, breaks and lunchtime

Students will be assigned a designated seat in their subject class. Your son/daughter will go directly to this room and seat on arrival to school observing the one-way corridor system. School starts at 9am for all. It is recommended that those closest to the school plan their time to arrive in the minutes leading up to 9am. Each day your child will have one 20 minute morning break either at 10:20am or 11am and one 40 minute lunch break either at 12:40pm or 1:20pm. The School canteen facilities will operate this year with due regard to the relevant public health advice. Students from years 3 to 6 are allowed to leave the school grounds during lunch break.

We advise that each child is provided with a packed lunch from home for small break. On a given day your child may have small break from 10:20-10:40am and lunch from 1:20-2pm. In this case it's important that they have something substantial and nourishing to eat and drink at these times to ensure their ability to engage fully in class.

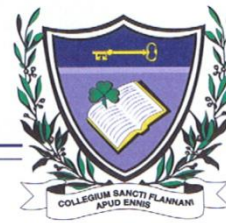
## Very high-risk students.

If your child is considered to be in the very high risk category please refer to the very high risk category on the HSE link here <https://www2.hse.ie/conditions/coronavirus/people-at-higher-risk.html> Should your child fall into this category please e mail [Covid-info@stflannanscollege.ie](mailto:Covid-info@stflannanscollege.ie) with the relevant information and arrangements will be made to help facilitate your child's ongoing learning.

## Personal Responsibility

All students have a personal responsibility both as individuals and collectively to have due regard for their own health and safety and that of others during this time. Student behaviour and assistance with the implementation of the school's Covid-19 Response Plan and adherence to associated control measures to prevent the spread of the virus is needed and expected at all times. We ask you to ensure that your child is fully up to date with the health and safety risks posed by the Covid-19 and to be up to date with, and adhere to the latest public health advice.

Any student who has a ***high temperature or displaying any Covid-19 symptoms*** must remain at home and follow the public health advice relating to these symptoms. HSE guidelines on Covid-19 symptoms can be found here. <https://www2.hse.ie/conditions/coronavirus/symptoms.html>



## Facilitating Hand Hygiene

- 1) Warm water, soap, sanitiser will be available in the student toilet facilities.
- 2) There are hand sanitiser dispensers in each classroom and in all common areas around the school. In total 130 have been installed.
- 3) Students may not share equipment other than when appropriate cleaning has taken place.

## Facilitating Respiratory Hygiene

- 1) Bins are provided in all classrooms and throughout the school building. These will be emptied regularly.
- 2) Students will be reminded regularly of appropriate respiratory hygiene (cough and sneeze etiquette).
- 3) The school has a plan for a new and enhanced cleaning routine.

## Class changes

As part of the school's response we have reduced where possible some of the larger class sizes. As a result of this your child may be moved to a different base class. In doing this we will ensure that your child's optional subject choice is retained.

## Training

On Friday 28<sup>th</sup> September staff will have a school Covid induction day. Staff will have access to online Covid-19 related material available on gov.ie

## Wellbeing

In the interest of the wellbeing of all, we consider it very important that we continue to maintain as many extra-curricular activities as is safe to do so.

Many students and parents may have mixed feelings about returning to school and having to spend long periods wearing a mask. In preparation for this I would encourage you to purchase a number of plain coloured reusable masks that your child feels comfortable wearing. I would also recommend that you encourage your child to get out and about in situations where they must wear their mask for some time. Of course, most students will adapt to the new protocols in place and may not need such encouragement or practice and you will know best yourself what is appropriate preparation for your child's return to school.

Should anyone feel their child is really struggling at the thought of school return please e mail our guidance counsellors below.

[Brenda.mcmenamin@stflannanscollege.ie](mailto:Brenda.mcmenamin@stflannanscollege.ie) for 2<sup>nd</sup>, TY & 5<sup>th</sup> Years

[Una.howley@stflannanscollege.ie](mailto:Una.howley@stflannanscollege.ie) for 1<sup>st</sup>, 3<sup>rd</sup> & 6<sup>th</sup> Years

I will be in touch with you again in the coming week with any further strategies that may have to be put in place. In the meantime enjoy as best you can the remainder of the holidays and I look forward to seeing all students return to school soon.

Yours in Christ

Fr. Ignatius McCormack

Principal