

RETURN TO SCHOOL, AUGUST 2020

An scáth a chéile a mhaireann na daoine.



Dear Parent/Guardian,

In a year like no other, we very much look forward to welcoming the boys back to school over the coming days. We are delighted to welcome 81 First Year students to the school, and we look forward to working with them and with their parents over the coming years.

We have had to make many changes due to the pandemic, which are outlined in this newsletter. Safety and wellbeing will be the initial priorities as we seek to help our new students settle in and those returning to re-adjust. As always, we will be working hard, in collaboration with you, to ensure that each boy

achieves his potential. We recognize in particular the additional pressures on 6th year students and have plans to provide additional support to them in dealing with those.

We have always had a policy of open communication here. We are very keen that this will continue, albeit in a changed manner at times. Your son's progress is our shared aim; we can only achieve this by all working together.

Please take the time to go through this newsletter with your son. Now more than ever we understand our interdependence. Never before have high standards of behavior, high degrees of social responsibility and awareness of others been so important.

Having done this, we ask all parents and stu-

dents to sign the acknowledgement form accompanying this newsletter, and return it to the school.

Given the nature of the current health situation, the details covered in this newsletter are subject to change as the need arises. We will be working with the Board of Management, Parent Council, Student Council and staff in regular reviews and updates.

Le gach dea-ghuí,

Mary Hannon
(Principal)

Peter Acheson
(Dep. Principal)



Return to school SCHEDULE

A revised Return to school schedule was adopted by the BOM, as follows:

- Thurs. Aug. 27— Staff
- Fri. Aug. 28—1st Year Induction, day 1
- Mon. Aug. 31—1st Year Induction, day 2
- Mon. Aug. 31—6th Years return
- Tues. Sept. 1—5th Year Induction day
- Tues. Sept. 1—3rd Years return
- Wed. Sept. 2—2nd Years return
- Thurs. Sept. 3—TY and LCA return
- Fri. Sept. 4—No classes. Staff day to review return to school

Inside:

Blended learning

While we obviously all hope that schools will open and remain open, we must be prepared for the potential of a localized or broader shutdown. We must also facilitate those who may be unwell or self-isolating.

Consequently, use of G-Suite for Education will be part of general school work.

All students will have a school email, which must be used for all school-related business and checked daily.

All classes will have an equivalent online

Google classroom.

Google classroom may be used by teachers to upload homework, notes and other resources,

Google classroom may be used by students for submitting homework and getting teacher feedback on work.

Classrooms	2
Face coverings	2
Arriving in school	2
Hand hygiene	2
Breaktime arrangements	3
In the classroom	3
Lockers, coats, bags	3
Dealing with suspected Covid case	4
Important points for parents and students	4

Class	Base room
1A1	Ms. Deane's
1A2	Mr. Nash's
1A3	Mr. Carey's
2A1	Ms. O'Keeffe's
2A2	Mr. Flynn's
2A3	Mr. Duggan's
3A1	Ms. Cullinane's
3A2	Mr. Kenneally's
3A3	Ms. Ollivier's

Class and Base Classrooms

To reduce the amount of social interaction, classes will be grouped in rooms according to year groups, bearing in mind the age groups and the numbers of students in each class. All bar 5th and 6th Year will have base classrooms.

Mr. Acheson's office will now be on the top floor, and Ms. S. Ryan's office will be on the ground floor.

TYA	Mr. Bohane's
TYB	Ms. Hayes'
5 th Year	Religion room
	Ms. O'Sullivan's
	Prefab
6 th Year	Ms. S. Ryan's
	Mr. Keating's
	Ms. Geoghegan's
LCA	Ms. Devaney's

Face coverings

As per recommendations, face masks will be worn in classes unless there are health or other reasons for not doing so.

Students will be asked to wear plain white/coloured masks, no designs.

We recognise that wearing face masks poses a significant challenge for many. Please contact us if there is concern or stress around this.

Arriving in school

Students arriving before 8.30am:

Senior students go to the canteen, junior students go to the hall.

At 8.30am

All 2nd, 3rd and 5th year students in the building go to their classrooms.

Students arriving after 8.30am:

1st Yr students go to the hall. TY, 6th Yr/LCA2 go to canteen. 2nd, 3rd, 5th Yr/LCA1 go to classrooms.

Hand hygiene

Handwashing facilities (incl. hot water) are available in all toilets.

Hand sanitising stations are located:

- in each classroom
- at each entry point to the building
- in the offices
- at entrance to toilets

Please wash your hands or use hand sanitiser:

- Before and after eating and preparing food
- After coughing and sneezing
- After using the toilet
- When hands are dirty
- Before and after wearing gloves
- Before and after being on public transport
- Before leaving home
- On arrival and when leaving school
- After each class
- After touching potentially contaminated surfaces
- If in contact with someone displaying Covid-19 symptoms.

Please see HSE video on handwashing at <https://www2.hse.ie/wellbeing/how-to-wash-your-hands.html>

For info on symptoms, respiratory and hand hygiene please read pages 14-20 of "[Covid-19 Response Plan for the safe and sustainable reopening of post-primary schools](#)"

Morning and Lunch breaks

CANTEEN

All items must be pre-ordered and pre-paid on Spar app (More details later)

Orders will be delivered and distributed by Spar.

Microwaves will be available, subject to cleaning regime being adhered to.

JUNIOR STUDENTS

Morning break:

10.50-11.05 (11am Fri)

Lunch break:

1.05 pm-1.40pm

3rd Year students will be in the canteen for breaks, 1st and 2nd Year students will be in the hall.

SENIOR STUDENTS

Morning break:

10.10-10.25am (10.20 Fri)

Lunch break

12.25-1.00pm (Mon-Thurs)

TY students will be in the canteen for breaks, 5th/LCA1 and 6th/LCA2 will be in the hall.

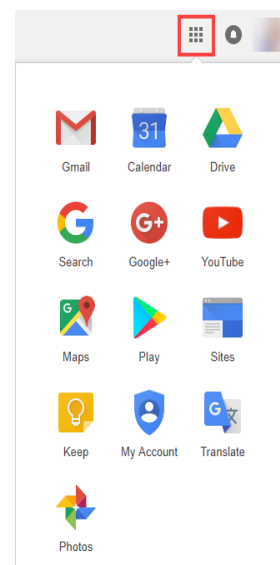
LUNCH OPTIONS

Please note that the situation regarding students going down town for lunch will be monitored.

In the event of risk to members of the school or wider community the practice of leaving the building at lunchtime may be revoked.

In the classroom

- Desks are arranged individually and are 1 metre apart.
- Please sanitise your hands when entering and leaving the room.
- Please ensure you have your own class equipment—sharing not allowed.
- Sit in allocated places, and with same students in each class.
- Be organized. Parents will be asked to avoid coming to the school with items for you.
- Highest standards of behaviour are required and expected.
- Maintain at least 1m distancing from other students.
- Ensure you check your school email daily.
- For each class you will have an online Google classroom.
- Homework will generally be turned in electronically.
- At the end of class, if moving to another room, please wipe down your table and chair.



Lockers, coats and bags

Lockers will not be available for the foreseeable future. Junior students will be provided with a box for books in their classroom.

5th and 6th year students will hang their coats on the back of their chairs.

Details re coats/jackets for 1st-TY students will be finalised.

Bag racks will not be available, bar in restricted cases for PE bags. Students will bring their bags to their base classroom

A one-way system will be in place on corridors between classes for movement of full class groups where necessary to practical rooms.

School contact details
Phone: 025 24104
Office E-mail:
info@cbsmitchelstown.ie

Social Media:
Facebook: CBS Secondary,
Mitchelstown
Twitter: @cbssecmtown

Email contact for Student Support Team:

Ms. Hannon:
principal@cbsmitchelstown.ie

Mr. Acheson:
deputy@cbsmitchelstown.ie

Ms. Feehan:
mfeehan@cbsmitchelstown.ie

Guidance Counsellors:
sryan@cbsmitchelstown.ie
cryan@cbsmitchelstown.ie

Dealing with suspected Covid case

NB STAFF OR STUDENTS SHOULD NOT ATTEND SCHOOL IF DISPLAYING ANY SYMPTOMS OF COVID-19.

Procedure if a student displays symptoms of COVID-19 while at school:

- Parents/guardians will be contacted immediately
- If the student is well enough to go home, parent/guardian will be asked to arrange for them to be taken home, as soon as possible, and advise them to inform their G.P. by phone of their symptoms.
- Student will be brought to the isolation room,
- Face masks should be worn by the symptomatic person and the person accompanying them
- Student should avoid touching people, surfaces and objects. Advice will be given 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 cannot be collected we will facilitate them remaining in isolation and calling their doctor.
- If they are too unwell to go home or advice is required the school will contact 999 or 112 and inform them that the sick person is a COVID-19 suspect;
- Isolation area and work areas involved will be cleaned

The HSE will inform any staff/parents who have come into close contact with a diagnosed case via the contact tracing process. The HSE will contact all relevant persons where a diagnosis of COVID-19 is made. The instructions of the HSE should be followed and staff and student confidentiality is essential at all times.

Important points for parents and students

Anyone returning from travel abroad must not return to school until 14 days self-isolation are completed.

Where a student or parent has a concern, please contact us here in the school.

As per DES guidelines, visits to the school will be by appointment only.

Parents; please avoid calling in to reception to deliver items for your son. If collecting him early, please phone the office from your car.

The system of notes as per the Attendance and Punctuality Policy remains unchanged.

Reminder: we do not accept text messages to student phones as notes.

Uniform policy remains unchanged. Regular washing as per HSE guideline is recommended.

All members of the school community must exercise good hand hygiene and respiratory etiquette, in line with HSE guidelines.

Students going down town for lunch must comply

with local shop regulations and with national guidelines re social distancing etc. This lunch option will be reviewed, at the request of the BOM, and may be withdrawn if there is a risk to members of the school or the wider community.

Additional cleaning services will be provided to facilitate regular cleaning of surfaces such as door handles, and the toilets.

Microwaves and water fountains will be available subject to the relevant cleaning regimes being followed by students.

After-school study will operate this year, in the hall and with 2m social distancing.

The details in the Return to school plan will be reviewed regularly and are subject to change.

There is no such thing as a risk-free return, but working together and complying with HSE guidelines we can minimize risk.

We will be relying on and depending on everyone in the school community to be socially responsible and considerate of others.