



2nd September, 2020

Dear Parent(s) / Guardian(s)

We are delighted to have successfully welcomed the whole student body back to school this week. It was a real team effort to give Covid induction to all of our students and also to show them all the new ways our school will work. I would also like to extend a big thanks to the 6th Year leadership team who came in to give the incoming 1st Years an informal walking tour of the school and also to help us with the 1st Year induction day. They have really stepped up when asked and are already showing the makings of excellent leaders. Everyone has been so impressed with them so far.

By now your daughter should have received a copy of her full timetable and noted on it the number of her designated seat for every class/ break and lunchtime.

A reminder of the following points for school going forward.

- Normal school uniform and procedures for laundry should apply.
- Students can wear their full OLS PE uniform for the full school day on PE days.
- Entrance to the building will be via each year group's designated entrance (please see attached pdf for entrance points 2nd -6th year). 1st Years will be shown their entrances tomorrow and PDF to follow.
- 1st, 3rd, 5th & 6th Years will have lockers but access will be limited so good organisation and planning will be key. Students will be told when they can start using the lockers.
- 2nd & 4th Years will not have lockers so they will need to limit the books they bring each day to school and bring an extra bag with them, if needed.
- All classrooms have been organised to allow for separation of desks and chairs so that all students are separated by a minimum of 1m, in accordance with the guidelines.
- Extra cleaning has been put in place with support staff now present all day and increased hours after school have been added.
- Students will start and finish each class with a quick wipe down of their work area and any other relevant areas. Spray and roll will be provided but students may also bring their own wipes if they wish.
- Students should come to school with a Ziploc bag with a supply of face masks and hand-sanitiser. They will be required to wear masks when 2m physical distance cannot be maintained. Effectively, this will be at all times in indoor spaces when not eating.

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Corridors

The school will have a one-way system. It is important that this is observed. There'll be 'road markings' on the corridor to remind us. The Department of Education COVID-19 Response plan says "Briefly passing someone in a hall is very unlikely to contribute significantly to the spread of infection if people do not have physical contact and avoid informal group discussions."

Students should not congregate on corridors, but should move promptly to their destination. Students will be encouraged to go outside for all breaks when the weather permits.

Sports - Schools are following the guidelines set out by the pertinent national sporting associations, eg the ILHU Guidelines for hockey.

For Students

Each student has had a covid induction session which included a video on hand washing and advice on respiratory etiquette.

We encourage students to walk and cycle to school.

We will all avoid sharing personal items.

Bring your own belongings - water bottle, copies, pens, pencils, rulers, erasers, geometry sets etc.

We remind students to adhere to social distancing regulations throughout the school grounds and in the school building.

It is crucial that each student knows where to enter the building and their designated seat number for each class which should be written on their timetable.

Students need to hand sanitise:-

- on entry to the school
- on entrance and exit of every classroom they attend
- before eating or drinking
- When you cough or sneeze
- Hand sanitisation is also needed after using the bathroom
- After playing outdoors
- When your hands are physically dirty

Handwashing

All bathroom wash basins have hot water installed. Hand sanitiser dispensers are at every entrance and exit and are also in every classroom.

In addition, bring the following to school each day as a personal hygiene kit:

- Small bottle of hand sanitiser
- Tissues
- Clean, Ziploc bag for used masks
- Optional Wipes for your desk,
- Earphones for the school's chrome books

If you Feel Unwell

Symptoms of Covid 19:

In order to prevent the spread of COVID-19 it is important to know and recognise the symptoms

- High temperature
- Cough
- Shortness of breath or breathing difficulties
- Loss of smell, of taste or distortion of taste If you or any member of the household has any of these symptoms, the student in the house should not come to school.
- **Students that have 1 or more of the symptoms are not to attend school.** They should phone their doctor and follow HSE guidance on self-isolation;
- Students are not to attend school if they have been identified by the HSE as contact for a person with COVID- 1 9 and should follow the HSE advice on restriction of movement;

Students who develop symptoms at school must bring this to the attention of their teacher promptly; If you feel unwell during the day, tell your teacher. If you are experiencing any of the 4 symptoms you will be brought to wait in a room and a parent will be called to collect you.

From then on you'll be following medical guidelines on what happens next and when you are back to school.

Note: the HSE's advice is that, 'Most of the time, you do not need to phone your GP if a runny nose or sneezing are your child's only symptoms. Talk to your pharmacist instead.'

Good Respiratory Etiquette

Make sure you, and the people around you, follow good respiratory hygiene. This means covering your mouth and nose with a tissue or your bent elbow when you cough or sneeze. Then dispose of the used tissue immediately and safely into a nearby bin. By following good respiratory hygiene, you protect the people around you from viruses such as cold, flu and COVID-19.

Visitors

- Visitors to schools during the day should be minimised as much as possible and by prior appointment and will be received at a specific contact point.
- Visitors should perform proper hygiene on arrival at school and wear a mask.
- Visitors should maintain 2 metres physical distancing from students and staff while in school.
- Visitors should sign a contact tracing log which each school is required to keep.

We look forward to welcoming everyone back to school and making a fresh start after the disruption of last term. Wishing you all every blessing for the new school year.

Medical Conditions

Please ensure we have up to date contact details for you (home address, phone numbers, email address and emergency contact details). Please advise us if your daughter has a medical condition or any allergies if you have not already done so.

We look forward to welcoming all our students back to school and restarting the engagement of the school community in quality teaching and learning.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'M. Gorby', written over a horizontal blue line.

Marguerite Gorby
Principal