



**OUR
LADY'S
SCHOOL**
TERENURE



21st August 2020

Dear Parents/Guardians

I hope you have enjoyed the summer break and that your daughter(s) are ready for the new academic year. We are delighted to reopen our doors and welcome the school community back. We have missed seeing and hearing our students around the school and look forward to their return. The last number of months have brought unprecedented changes to all our lives. The return to school is a very welcome sign of some normality returning.

However, the current public health advice means that we will have to make significant adaptations to school life to keep everyone in our community safe. We are working hard at the moment to prepare the school for the new norms and to ensure that we implement the public health guidelines to protect the health and safety of staff and students as much as possible. This includes physical distancing and other infection control measures. Our aim is twofold, to be safe and minimise the risk of the introduction of Covid -19 to the school and if introduced to manage the risk of spread. As well as this we aim to provide as normal an educational environment for students as possible in this new norm. We hope that all our measures are tempered by a balance of common-sense and practicality.

We are aware that we need to bring our students back slowly and take time to assess where they are in their learning and to make them feel comfortable in this new environment. We will be focusing with our students on 5 principles, Safety, Calm, Connectedness, Self & Community Efficacy and Hope to assist students settle back.

Parent and Student Survey

A survey was sent to all parents and students to check in and see what questions are foremost in the minds of the community.

In response we have compiled an information booklet for the return to school to answer many of the questions and concerns. The booklet also provides information about how the school will run in the new norm. I encourage you and your daughter(s) to read this booklet **"Returning to School, Covid-19 Faq's and Guidelines"** that is attached.

Reminder to anyone attending school who has travelled abroad:

Government policy, which is based on official public health advice, continues to advise against non-essential travel overseas for everyone.

It is a requirement for anyone coming into Ireland, from locations other than those with a rating of 'normal precautions' ("green"), to restrict their movements for 14 days, and this includes parents and children or other students coming from abroad to attend school in Ireland. Restricting your movements

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means staying indoors in one location and avoiding contact with other people and social situations as much as possible.

Please do not send your daughter to school if she has returned to Ireland from a country that is not on the green list until she has completed 14 days of restricted movement in her home.

Staged return to school

To allow us to complete an induction process for staff and students, there will be a staged return to school.

The new school day for the academic year 2020-21 will be:

	Monday, Tuesday, Thursday, Friday	Wednesday
Start time	8.30am	8.30am
Number of 58 min classes a day	6	5
Break	20 mins (after Period 2)	20 mins (after Period 2)
Lunch	40 mins (after Period 4)	No lunch due to earlier finish
Finish time	3.18pm	1.40pm

Back to School Schedule

Please see below the back to school schedule. These dates are staggered to ensure a full induction for all students including on Covid protocols.

Date	Students	Times
Wednesday 26th August	6th Year Councillors' Leadership Training	9am - 2pm approx.
	1st Year Tours	12pm - 2pm (Students allocated a 30 minute slot, details have been sent)

Monday 31st August	6th Year students	9am - 12pm
	3rd Year students	9.30am - 12.30pm
Tuesday 1st September	1st Year students	8.30am - 11.30am
	5th Year students	9am - 12pm
Wednesday 2nd September	Transition Year students	8.30am - 11.30am
	2nd Year students	9am - 12pm
Thursday 3rd September	All students	1st Years start at 9am. All other year groups start at 8.30am. Students will be given further instructions at their induction. Normal school day.

- Students will return to school for a 3 hour induction programme dealing with measures to prevent the spread of Covid- 19 before a return to tuition.
- Students should come to school with a supply of face coverings and hand-sanitiser in a zip lock bag. It is the students' responsibility to have their own face coverings. They will be required to wear masks when 2m physical distance cannot be maintained. Effectively, this will be all the time in indoor spaces when not eating or exercising.
- Students also need their own set of earphones with a microphone, 2.3mm jack for accessing digital work. An Android handsfree kit is suitable, no wireless earphones please. Apple compatible earphones are not suitable.
- All students will wear a face covering on entering the building and will use hand sanitiser on entry to school. Each student will hand sanitise going into and leaving each classroom.
- Students will have a designated seat in the morning, break and at lunchtime. This seating arrangement will change each half term to assist socialising.
- Students will be encouraged to spend as much time as possible outside during scheduled breaks. Additional seating will be added outside to assist.
- Students may wear their full OLS PE uniform to school on PE days and on the days that they have extra curricular sports activities. Please note that black leggings will not be permitted as this is not part of the school PE uniform.
- Normal uniform laundry regimes are sufficient. There is no public health advice currently suggesting daily laundering is necessary. However we will continue to keep updated on the latest public health advice and let you know if this changes.

- As all OLS lockers were shared we had to create a new locker plan. The school purchased approx. 280 single lockers. These will be allocated to 1st & 6th years. The remaining lockers will be allocated as single use lockers to 3rd and 5th years. These students need to bring locker locks to school.
- Students will receive additional induction dealing with respiratory etiquette, hand hygiene and physical distancing.
- Classrooms have been reorganised to ensure maximum distancing. New classrooms have been created including the social area which has new partition walls, St Joseph's and Lourdes Hall and the PE balcony are new teaching spaces.
- The school will be a one-way system with designated points of entrance and exit.
- Canteen facilities will no longer be available. All students need to bring their lunch to school each day and take their food waste home with them.
- This year in response to the current situation 5th Years as well as 6th Years will be permitted to go home for lunch. Those 5th & 6th year students who wish to stay at lunchtime are welcome to do so also. 5th years will be permitted to go home if they have written permission.
- Break-times and the departure from school at the end of the day will be managed to maintain physical distance.
- A plan for set down, drop off and collection will be posted on the App in advance of the reopening. Please be advised that due to current construction on the campus, a new pedestrian entrance is now in place, located on the Templeogue side of the front wall.
- Teachers will ensure that rooms are well ventilated at all times.

Parents and visitors will only be allowed to enter the school with an appointment. This will be strictly adhered to.

Students are not picked up or dropped off on school grounds to minimise traffic on campus. Only staff cars will be permitted to enter the front school car park.

I would like to draw the following to your attention:

How to Minimise the Risk of Introduction of COVID-19 into schools:

- **Students that have 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;
- Everyone entering the school building must clean their hands with a hand-sanitiser;
- Masks are to be worn at all times where 2m physical distancing is not possible — this will be most of the time
- Students will not have access to taps and should bring their own water bottles to school.

As many students cycle to school, please ensure that your daughter has a substantial security rated bicycle lock and that her bicycle is not left on school grounds overnight and that she wears a helmet and high visibility clothing when cycling.

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.

Code of Positive behaviour

I would like to draw your attention to the Covid -19 appendix to the Code of Positive Behaviour which is available on the school website. This code must be signed by students and parents in the school journal school.

Please also note that information regarding 'Absences and Lates' should be sent to via the **School APP**.

Arrival to school

The school will open for students no earlier than 8am and students are asked to arrive at school from 8.10am. Year groups will be given designated arrival times to school to assist social distancing. Where possible we ask that you stick to these.

Swipe cards

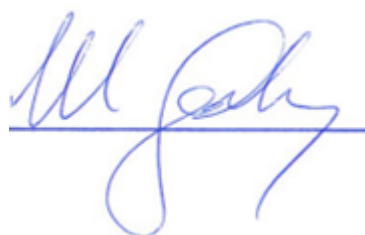
We will no longer be using swipe cards for students to swipe in with when they arrive to school.

Please notify the school in relation to late arrival to school via the School APP. Latecomers must register on arrival and provide a reason. All students arriving late without parental permission are given a late mark and must sign in the GPA at 8.10am the following morning.

We appreciate your cooperation in this regard as lateness has a serious negative impact on learning and teaching in the classroom.

Parents should communicate with the secretary's office if they wish to make contact with their daughter during the school day.

We look forward to meeting with our students as the new school year begins and we wish them a rewarding and enriching school year.



Marguerite Gorby
Principal