

*Scoil Náisiúnta Mainistir Mhuígh Éo
Mayo Abbey N.S.
Claremorris, Co. Mayo*

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*Príomh Oide: Mrs. Miriam Quinn
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Dear Parents,

At last we can return to school, on a phased basis.

Junior/Senior Infants, 1st/2nd Classes will return on Monday March 1st.

3rd – 6th Classes will, hopefully, return to school on Monday March 15th.

Before returning to school, all parents/guardians are required to complete a **“Return to Educational Facility Parental Declaration Form”**. This form is to be filled in online and you will have received a text with a link to the form.

Please ensure that this form is filled and submitted **before** your child returns to school.

The BoM and School Staff are looking forward to welcoming all our pupils and parents / guardians back to school and we are satisfied that we have control measures in place to ensure that this will be a safe re-opening.

We will adhere to the Department of Education and Skills “Covid-19 Response plan for the safe and sustainable reopening of primary schools” and it is important that we all follow the school’s procedures and protocols in order to minimise the risk of infection.

This Response Plan is available to view on the school website. I would like to draw your attention to Section 5 of this plan which deals with Control Measures to prevent introduction and spread of COVID 19 in schools.

I would like to remind you of the following procedures and protocols that have been in place in Mayo Abbey N.S. since September 2020.

It is imperative that

- **Children/Adults displaying any symptoms of COVID 19 stay at home.** Department advice is that parents should err on the side of caution in this respect.
- Adults do not come within 2m of each other. There should be **no congregation** of parents/ guardians on school grounds at any stage.
- Parents do not try to have meetings with members of staff in the playground at drop-off and collection times – Staff engagement should be requested through the school and will be provided by phone or online.
- Children or parents should not be on the school grounds before 9.10 am
- All parents adhere to the drop-off and collection plans as outlined below.

DROP OFF PLAN

- **Junior/Senior Infants** will line up, using the social distance markings, at the front of the school.
- **1st – 6th classes** will walk outside, past the infant classroom, to the back of the school where they will line up at the door nearest their own classroom. Class teachers will be present in the yard to direct pupils to their assigned areas.
- Class begins at 9.20am. Late arrivals (i.e. children arriving to school after 9.20am) must enter the building by the main front door. The accompanying adult must sign the pupil in at reception. A member of staff will accompany the child to their classroom.

COLLECTION PLAN

2PM

- Junior/Senior Infants will line up at the front of the school, using social distance markings. Parents/Adults will remain at their car and the class teacher will direct your child over to you. If parents/children are walking, please observe social distance guidelines.

3PM

- All children will line up in designated areas at the front of the school.
- Walkers and cyclists will leave first.
- For all other children, parents will remain at their cars and the class teacher will direct your child over to you.

COLLECTION/DROP OFF DURING SCHOOL DAY

If children have to leave the building during the school day (e.g. appointments), the accompanying adult must sign the pupil in/out at reception. A member of staff will collect the pupil from the classroom and accompany the pupil back to the classroom, on return.

The following are some extra reminders (also sent to you last August).

- Hand hygiene and cough etiquette will be compulsory. Sanitising dispensers have been placed both inside and outside each classroom, and at the main front door. Children and adults must clean their hands before they enter and exit the classroom and at various other times during the day. Children should also have a packet of tissues in their schoolbags at all times.
- As towels will not be provided in school each child should bring a facecloth to school to dry their hands. This should be kept in a plastic bag in the child's schoolbag.
- School will be cleaned each day and children and staff will regularly clean down work stations in each classroom during the school day.
- School uniform is to be worn by pupils. This consists of grey trousers/skirt/pinafore or navy tracksuit bottoms (with no logo), light blue shirt/polo shirt and royal blue jumper/ sweatshirt/cardigan.
- Please ensure that your child wears footwear appropriate for outdoor play and activities.
- Lunchboxes and bottles will be kept in children's bags. Anything not eaten/drunk will be sent home. Please ensure that lunchboxes and bottles are sturdy and non-spill!
- It is important that we have up to date contact details on file in school for each family. If there has been a change in any of your details please inform the school as soon as possible.
- **Remember, if a child is unwell, they must stay at home.** If your child becomes unwell at school you will be contacted by the school and it imperative that arrangements are made for the quick and safe collection of your child from school.
- We have a procedure in place in school should any child/children become unwell during the school day and we have an isolation room in place.
- **The Lead Worker Representative (LWR) for our school is Mrs. Glynn.** The role of the LWR is to assist in the implementation of measures to prevent the spread of COVID -19 and monitor adherence to those measures and to be involved in communicating the health advice around COVID-19 in the school.
- Nut allergy. Please remember that we have 2 children in school with nut allergy. It is very important that products containing nuts or nut traces are not included in lunchboxes.

Yours Sincerely,
Miriam Quinn, Principal