Coláiste Chiaráin

Addendum to Code of Behaviour

in light of Covid 19 Measures 2020 - 2021

Rationale

In light of the need for students to be more mindful of attending school during the current Covid-19 climate, this amendment to the Code of Behaviour Policy is required so that students will be aware of specific rules on their return to school. Our guiding principle when making any changes or adjustments to this policy is to be able to keep all of our students, families and staff safe.

These amendments will be communicated to students, parents and staff.

Note to Parents/Guardians:

Parents/guardians are required to observe and respect all social distancing protocols in relation to any contact with the school. This includes maintaining a two metre distance to other families when dropping off or collecting their children from the school and any contact with the school. All visits to the school are required to be made in advance through the school office.

Behaviour Expectations

Our school requires every member of the school community to observe and respect the principles of social distancing, cough and sneeze etiquette and make every effort to minimise risk to oneself and others.

This requires us to modify some of our behaviours which include;

- amended expectations about break times, including where students may or may not congregate
- clear rules about coughing or spitting at or towards any other person
- clear rules for students at home about conduct in relation to remote education
- identify any reasonable adjustments that need to be made for students with more challenging behaviour.

School Routines and Procedures

All members of the school community have to be mindful of the following;

- following any altered routines for arrival or departure
- following instructions on who students can socialise with at school
- moving around the school as per specific instructions (for example, one-way systems, out of bounds areas, queuing)
- rules about sharing any equipment or other items including drinking bottles
- use of toilets

Hygiene and Health Expectations

- following school instructions on hygiene, such as handwashing and sanitising
- expectations about sneezing, coughing, tissues and disposal ('catch it, bin it, kill it') and avoiding touching your mouth, nose and eyes with hands
- tell an adult if you are experiencing symptoms of coronavirus

Wellbeing and Social and Emotional Learning

Our school will provide a safe and pleasant environment and spend a considerable amount of time liaising with students on promoting their wellbeing. This will include;

- Curriculum changes to support students during SPHE, PE and CSPE classes
- Additional time devoted to in-class discussions on general wellbeing and development
- Additional supports that students can access outside of classroom if required

Students are expected to:

- Arrive to and depart from school premises at the agreed time
- Proceed to the designated classroom without delay
- Follow instructions from staff members on movement throughout the school campus
- Ask for permission to go to the toilet
- Wash hands thoroughly before entering school premises and while in school, wash their hands for at least 20 seconds more often than usual with soap and water or hand sanitiser
- Remain in their designated seating within the classroom during classes
- Keep a safe distance from other students and refrain from physical contact with their peers
- Maintain healthy practise when coughing or sneezing, cover any cough or sneeze with a tissue, then throw the tissue in a bin
- Wash hands often with soap and water for at least 20 seconds and avoid touching the mouth, nose and eyes with hands
- Adhere to rules in relation to toilet visits and pre-arranged break time activities.
- Refrain from spitting or coughing at or towards other students and members of staff
- Maintain responsibility for their own equipment e.g. stationery and water bottles and ensure that these are not shared with other students
- Tell a member of staff if they are unwell and are exhibiting signs of Coronavirus.

Before School:

Bus transport will run but students will be required to sit in the same seat (beside a sibling or a designated person from the student's class) and wear a mask.

Cycling and walking to and from school are recommended where possible. Where students are being dropped off by parents, we would recommend that students are dropped no earlier than 8.30am. Drop

offs should be made outside the school gates and students should use either of the two footpaths to make their way to the school building.

School will not open until **8.05am.** There will be **no** supervision until **8.15am**. Students will go to their base rooms immediately on arrival and sit in their assigned seat. Roll call will be in base rooms at 8.42am.

Entering the school in the mornings:

All students must enter the school via the designated entrance (Junior Students via the Green Side Gate and Senior Students via the main front door) and use the sanitisation station provided.

Leaving the school:

Junior Students will be released from classes at 15.40 and should make their way to their bus / car immediately. Senior Students will be released from class at 15.45 and should make their way to their bus / car immediately. Students who walk/cycle to school should leave the school campus as soon as they have been released from class.

Classrooms:

In so far as is possible, students will be with their base class throughout the day. When students enter and leave a room, they must clean their own desk and chair and any other surface they may have been in contact with.

The school will supply the cleaning material.

This is now also a part of the Code of Behaviour.

Social Distancing, hand hygiene and correct cough etiquette are still the basic tools to fight Covid 19. Thus, all students will be expected to cooperate fully with these and all guidelines for the running of the school in a safe manner in this difficult time.

Face Mask/Coverings:

Anywhere that a distance of 2 metres cannot be maintained, a face mask/covering must be worn. When indoors the students must wear a mask/covering.

A face covering should cover the nose and go under the chin and:

- fit snugly but comfortably against the side of the face
- be secured with ties or ear loops
- include at least 2 layers of fabric
- allow for breathing without restriction

We ask that students have a number of face coverings which they can change during the day or daily, put into a Ziplock bag, taken home, and are washed each day. See https://www.gov.ie/en/publication/aac74c-guidance-on-safe-use-of-face-coverings/ for more information on face coverings. The school will provide hand sanitiser and wipes/spray in each room. However, we strongly recommend that students should also have their own sanitiser and tissues with them.

In exceptional circumstances some students may be exempt from the wearing of face coverings due to a medical condition – please contact the school Principal in relation to this.

ICT:

In the event that the school returns to blended learning ICT will play an important role. Some form of tablet/laptop/iPad will be necessary for each student in this scenario. This year we are allowing students to carry a device with them in school and, with permission from the teacher, students will be allowed to use them in class. Coláiste Chiaráin does not accept responsibility for any loss or damage to ICT equipment belonging to students. The Acceptable Use Policy is very important in this context and the school's central value around respectful use of devices must be adhered to. Please note that our Acceptable Use Policy and Mobile Phone Policy have been amended to reflect this. These policies can be viewed on the school website. www.cco.ie.

Lockers/School Equipment:

Students will have no access to lockers as social distancing would not be possible to maintain in these spaces. Students **should only bring textbooks to school if necessary, (advised by their teacher).** They will be used at home for study purposes. Students should only bring copies necessary for the subjects they have that day. Students are not permitted to share any class materials or equipment.

Breaktimes:

Students will have to go to designated areas for breaktimes and spend as much time outdoors as possible. A queuing system must be adhered to when queuing for food from the canteen or the school shop. Clear markings on the floor will guide students to where they should stand and the direction of movement. Students must bring their own water bottles to school. Water refilling systems are available in the school and as these are non-touch operated, they will continue to be safe to use in our current context.

Uniform:

Students are to wear their **full uniform** as normal. However, the PE uniform can be worn on the day of their PE class **only**. This is a change to school policy and applies only while Covid-19 restrictions are in place. The school PE uniform consists of plain black tracksuit bottoms/leggings , crested PE T-shirt and crested PE half-zip top. No other clothing will be acceptable.

Symptoms:

The guidelines are clear that students and staff self-isolate at home if any of the symptoms of Covid 19 are experienced. Ultimately the success of schools staying open is down to low community spread and good practices in school. HSE guidelines will be followed.

It is important that parents are available to collect students during the school day if their child presents with Covid 19 symptoms. In this scenario, students will be taken to an isolation room and parents will be asked to come to the school **immediately** to collect them. The guidelines recommend that students should wear a mask until they reach home and parents should call their GP, who will outline the next steps. For students who have been sent home with an illness, we require parents to confirm that the student is healthy and fit to return to school before their return. Where a symptomatic student has siblings in the school, all family members will be asked to remain at home until an outcome has been received from a Covid test.

Restricted Access:

Public Health guidelines state that schools must restrict access to the buildings outside of students and staff. Thus, for this academic year, we ask that only in very exceptional circumstances should students be collected from school during the day. Please try to make all appointments outside of school time. If you are called to the school to collect your son/daughter, please remain in your car and phone reception to say you are outside. Your details and that of your child will be verified before your child is released. A member of reception staff will inform you of the sign out procedure on your phone call.

Meeting with Staff:

We are recommending that all communication with staff is via email or school telephone, during school hours only, i.e. 8.30 – 4.00. If you do wish to meet the Principal or Deputy Principal, it can be organised **strictly by appointment only**. The guidelines are clear, any visitor to the school **must** be by prior appointment and will be asked to comply with PPE requirements (ie. hand sanitising and wearing of face covering).

Students in Very High Risk category:

Please inform us if your son/daughter will not be returning to school at this time. Email admin@cco.ie or contact the school on 061-397700 to speak with the Principal or Deputy Principal.

Breaches of the code of behaviour:

Breaches of our school Covid plan will be dealt with as a matter of urgency and with a zero-tolerance approach. The health and safety of all our students and staff is our number one concern. Failure to comply with our code of behaviour puts people's safety at risk.

Examples of breaches:

- The intention to cause harm or injury through behaviour such as coughing, spitting, or sneezing towards another student, member of staff or public while in school uniform.
- Failure to comply with requests from staff to practice social distancing
- Failure to follow reasonable instruction
- Failure to follow systems in place
- Misuse or interference with safety / cleaning materials or products
- Unauthorised use of mobile technology

The school will explain these rules clearly to students at the start of the year and remind them periodically. Class teachers will ensure that the rules are displayed in classrooms and that they are explained to Students.

This Addendum to this Code of Behaviour, in light of COVID-19 measures, was formally adopted by the Board of Management on Tuesday 25th August, 2020.

Signed: _____ Date: 25/08/2020

Mr. Tony Brazil, Chairperson, Board of Management

Signed: _____ Date: 25/08/2020

Mr. Gerard O'Sullivan, Principal