



Dunmore Community School

Dunmore, Co. Galway. H54 KP03

Web: www.dunmorecs.ie

Email: secretary@dunmorecs.ie accounts@dunmorecs.ie

Phone: (093) 38 203

Dear parent/guardian,

As we approach the reopening of our school, I am writing to you to outline the protocols and procedures we have put in place to ensure as safe an opening as we can. This has required a lot of reorganisation on the school, hence the delay.

Opening Times/Closing Times:

The school building will not be open to students before 8:40 as we cannot ensure social distancing prior to this. We ask parents not to drop students before this time. However, the canteen will open from 8:15 on a trial basis for students arriving by bus. All students must have left the school by 16:05 each day and 13:25 on Fridays.

Canteen:

A one-way system will be in place in the canteen at breaks. Students will enter by the main door, and exit by the external stairs into the quad garden during the breaks. 1m social distancing will be required in queueing. Students may bring lunches back to their base rooms on a trial basis, but on the strict understanding, they keep their areas clean. Dinners can be eaten in the canteen, but students must sit in the assigned seats. We ask students who are eating lunches outside, or in the classroom, to please ensure they dispose of their waste in the nearest bin.

Areas of the building out of bounds:

The area around the 66 building is out of bounds during the school day as classes will be in progress during lunch breaks. The area behind the stage is also out of bounds. Due to classes in progress during the staggered breaks and social distancing rules, students may not congregate in the corridors during breaks and must either be outside or in their base rooms.

Afterschool study:

There will be no after school study for the moment. Students must leave the school building within 10 minutes of the last bell, unless by prior agreement with a teacher.

Student entrances/exits in morning and evening:

- 3rd, 6th and LCA students are to enter via the door in the 99 building (beside Ms Griffiths Office)
- 1st, 5th and TY are to enter via the side door of the 66 building (beside main door)
- 2nd Years are based in the Prefabs.

Students are to keep left on the corridors and stairs when moving from base classes to specialised rooms, during breaks, toilets etc.

Toilets:

Max occupancy of the toilets is stated on the door. It is extremely important that students adhere to this rule to ensure social distancing.

Visitors/Parents:

Strictly no visitors/parents are allowed into the school during the school day without a prior appointment. If you need to collect your child for an appointment, then please adhere to the following procedure:-



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- Please send in a note via the pink slips in the student journal to their relevant yearhead in the morning.
- On arrival in the designated bay in the front carpark, please phone the school office on 093 38203 and we will sign your child out.

Uniform:

Currently, due to COVID regulations, the changing rooms for PE are not accessible, therefore for the moment, on the day your child has PE, they may wear their tracksuit for that day. Full uniform must be worn on all other 4 days.

Facemasks:

The Department of Education requires the use of cloth face coverings where distances of less than 2m are not maintained. The following are where there is an exemption from wearing cloth face coverings:

- Any person with difficulty breathing
- Any person who is unconscious or incapacitated
- Any person who is unable to remove the face-covering without assistance
- Any person who has special needs and who may feel upset or very uncomfortable wearing the face covering, for example persons with intellectual or developmental disabilities, mental health conditions, sensory concerns or tactile sensitivity.

The use of facemasks during the school day is required. Please ensure your child has at least one clean facemask with them, as they will not be permitted into the school without one. We would ask parents to ensure facemasks are appropriate i.e. plain and inoffensive to avoid unnecessary controversy.

Split breaks:

We have staggered our breaks to facilitate social distancing at breaktimes. These will be referred to as 'Exam Breaks' (3rd, 6th, LCA2 + TY) and 'Non-Exam Breaks' (1st, 2nd and 5th). The Non Exam Breaks are at the normal times of 11:00-11:15 and 13:15-13:55 and the Exam Breaks are at 10:20-10:35 and 12:35-13:15.

During breaks, students may go to the canteen, Quad garden, pitch area or their base rooms. Students must maintain social distancing during the breaks. The area around the 66 building, including the fountain area, is out of bounds as classes will be ongoing in this area at these times.

Baserooms/Double Class Timetable/Lockers:

All students have been assigned a base classroom. Students will have assigned desks and must sit at that desk both during classes and if using the room at lunchtime. We have organised these base rooms to ensure the required spacing of 1m+ is maintained between students. Students must not move desks from the marked positions. Please note the door of the base room must be left open when a teacher is not in the room. i.e. change of class and lunch breaks.

Base Rooms:	1 st Yrs: 1A – 9G; 1B – 10G; 1C – 13G	2 nd Yrs: 2A – 5L; 2B – 1L
	3 rd Yrs: 3A – 5U; 3B - 6U	Transition Yrs: TYA – 4G; TYB – 6G
	5 th Yrs: 5A – 2G; 5B – 3G; 5C – 5G	6 th Yrs: 6A – 14G; 6B – 4U; LCA2 – 1U

Where possible, we have scheduled a double class periods across the timetable. This is to ensure the least amount of movement during a school day.



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For the moment, students will not be issued with lockers as we cannot maintain social distancing at them. However, due to the double class timetable and base room, students should have a maximum of 6 subjects a day. These measures will result in students having fewer books and copies to carry to and from school each day. Students may also leave their bag under their desk each day.

We will issue a refund/credit for the Locker fee in due course if this initiative is maintained for the year.

WiFi and MS Teams:

We are trialling the use of school wide WiFi for educational use only. Students are asked to install MS Teams on their phones and may be permitted to use their phone in a class under the express instruction of the teacher. **Phone use is strictly not allowed at any other time during the school day.**

We will continue the use of MS Teams for school work. All students will be instructed how to upload their homework and submit their work to their teachers online.

Hand Sanitisers:

Hand sanitisers are provided at each classroom and at entry points of the building. We ask students to use these in a responsible manner. Wipes will be provided at desks for the wipe down of desks as appropriate and when you are using a different desk. It is extremely important that used wipes are placed in the bins provided.

Cooperation:

The procedures above have been put in place to ensure we, as a school community, can provide as safe an environment as possible for all - students, staff and the wider community. It is essential that all students abide by these procedures without exception.

Your cooperation and support are greatly appreciated.

Kind regards,

Declan Quinn
Principal

Margaret Griffiths
Deputy Principal