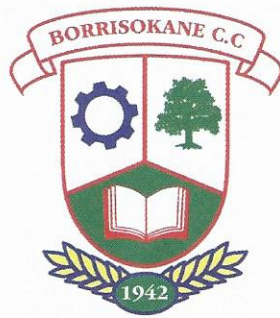


## Borrisokane Community College

Borrisokane, Co. Tipperary  
Tel 067-27268

Email: [info@borrisokanecce.ie](mailto:info@borrisokanecce.ie)

Web: [www.borrisokanecce.ie](http://www.borrisokanecce.ie)



## Coláiste Pobail Buiríos Uí Chéin

Buiríos Uí Chéin, Co. Thiobraid Árann  
Fax 067-27144

**Principal:** Matthew Carr

**Deputy-Principal:** Paula Molloy

Dear Parent/Guardian,

I hope that you and your family are keeping well.

We at Borrisokane Community College are continuing to prepare for return to school for students and staff in the coming weeks. In carrying out the preparations we are following the guidelines issued by the Department of Education & Skills in recent weeks. For your information all guidelines issued to schools are available on the following website: [www.gov.ie/backtoschool](http://www.gov.ie/backtoschool)

The school website [www.borrisokanecce.ie](http://www.borrisokanecce.ie) will be updated on a regular basis to keep you informed. From the home page click on the link for [Information during Covid -19 and returning to school](#).

### School reopening dates:

As a result of the changed situation in school when we reopen, we will need to provide time for students to become familiar with the new setup. As a result, we will have a phased return to school as follows:

Staff Meetings: Friday Aug 28<sup>th</sup> and Monday Aug 31<sup>st</sup>

Tuesday Sept 1<sup>st</sup> – First Year Induction from 9am to 3.40pm

Wednesday September 2<sup>nd</sup>: 5<sup>th</sup> and 6<sup>th</sup> year students only.

Thursday September 3<sup>rd</sup> - 2<sup>nd</sup> and 3<sup>rd</sup> year students only.

Friday Sept 4<sup>th</sup> – 1<sup>st</sup> year and Transition Year students only.

Monday September 7<sup>th</sup> – 1<sup>st</sup> year, 3<sup>rd</sup> year and 6<sup>th</sup> year students only.

Tuesday September 8<sup>th</sup> – All students.

We have made some changes around the school in order to meet the guidelines issued by the Department of Education and Skills. All changes are implemented to ensure the Health and Safety of students and staff while attending the school.

- The layout in classrooms has changed, students will sit at desks one metre apart.
- In the case of some classes we have reduced the number of students to provide one metre physical distancing.
- We will be operating a one-way system on corridors and stairs – both corridors and stairs will be marked with arrows.
- Toilet areas will be restricted to one or two students with clear signage on doors giving the maximum occupancy of the toilet area.
- Hand sanitisers will be in place at entrances, exits, in all classrooms and in the canteen.
- Cleaning materials will be available in each classroom for staff and student use.
- Posters reminding students of procedures are located throughout the school.
- Break and lunch will be staggered so that only two year groups are on break/lunch at any time.
- Limited seating in the canteen and seats marked where students can sit.
- No morning year group assemblies this year. Students will go directly to first class on arrival at school

*We seek to promote a caring and committed school community which will facilitate the education of our students and where each individual is valued as a unique human being.  
"Is ar scáth a chéile a mhairimid"*



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AGUS SCILEANA | AND SKILLS

## Control Measures - To prevent Introduction and Spread of COVID-19

One of the key messages to manage the risks of COVID-19 is to do everything practical to avoid the introduction of COVID-19 into the school. If infection is not introduced it cannot be spread. The risk of spreading the infection once introduced exists in all interpersonal interactions; student - student, teacher - teacher and teacher- student, and must be managed in all settings.

A range of essential control measures have been implemented to reduce the risk of the spread of COVID -19 virus and to protect the safety, health and welfare of staff, students, parents and visitors as far as possible within the school.

It is critical that staff, students, parents and visitors are aware of, and adhere to, the control measures outlined and that they fully cooperate with all health and safety requirements.

Please follow these guidelines:

- Students that have symptoms must not attend school. You need to phone your doctor and follow HSE guidance on self-isolation;

### Symptoms for Covid-19

- High temperature
  - Cough
  - Shortness of breath or breathing difficulties
  - Loss of smell, of taste or distortion of taste
- Students must not attend school if they have been identified by the HSE as contact for a person with COVID-19 and must follow the HSE advice on restriction of movement.
  - Everyone entering the school building needs to perform hand hygiene with a hand sanitiser.
  - Students that develop symptoms at school must bring this to the attention of a teacher who will inform the principal (or deputy principal if the principal is unavailable) promptly.
  - Students and parents must know the protocol for managing a suspected case of COVID-19 in school.
    - The person will be brought to the designated isolation room in the school by a member of staff.
    - If the person with the suspected case is a student, the parents/guardians will be contacted immediately.
    - The student must wear a face covering or mask.
    - Assess whether the individual who is displaying symptoms can immediately be directed to go home/be brought home by parents and call their doctor and continue self-isolation at home.
    - Facilitate the person presenting with symptoms remaining in isolation if they cannot immediately go home and facilitate them calling their doctor. The individual should avoid touching people, surfaces and objects. Advice should be given to the person presenting with symptoms to cover their mouth and nose with the disposable tissue provided when they cough or sneeze and put the tissue in the waste bag provided.
    - If the person is well enough to go home, arrange for them to be transported home by a family member, as soon as possible and advise them to inform their general

practitioner by phone of their symptoms. Public transport of any kind should not be used.

- If they are too unwell to go home or advice is required, contact 999 or 112 and inform them that the sick person is a COVID-19 suspect.

The HSE will inform any staff/parents who have come into close contact with a diagnosed case via the contact tracing process. The HSE will contact all relevant persons where a diagnosis of COVID-19 is made. The instructions of the HSE should be followed and staff and student confidentiality is essential at all times.

**Contact details:** It is very important that we have your up to date contact details. We need mobile telephone numbers for parents and also an alternative contact (family member or friend) if we are unable to contact parents. As communication nowadays is continuously moving to electronic means we also need an email address for parents. If you do not have an email address currently, I would ask you to create an email account. If you need support with this your son/daughter will most likely be able to help or you can contact the school. If we do not have your correct contact details and alternative contact for a relative/friend, please contact the school and we will update the records.

**Visitors to the school:** The guidance from the Department of Education & Skills is that visitors to the school must be kept to a minimum. All visitors to the school must be by prior arrangement with the Principal. If you have any queries, please contact the school in the first instance by phone or email.

**Face Coverings:** The latest guidance for post primary schools recommend that Face Coverings be worn by students and staff where Physical Distancing of 2m cannot be maintained. Students will have to wear a face covering in classrooms, on corridors and in the canteen (except while eating). When students are outdoors, they should physical distance by at least two metres. Further details on wearing face coverings is available at this link: <https://www.gov.ie/en/publication/aac74c-guidance-on-safe-use-of-face-coverings/>

**Uniform:** Students must wear their school uniform as normal. As the dressing rooms cannot be used at the moment students can wear PE gear to school for the duration of the day that they have PE on their timetable. The clothes worn must be appropriate for PE and footwear must be suitable for use in the Sports Hall. Public Health advice does not mention that uniforms should be washed every day.

**Timetable:** During this week class timetables will be uploaded to the school website and over the next two weeks the timetable will be available on the students EPortal page.

**Canteen:** The canteen will be open before school at morning break and at lunchtime. As mentioned above only two year groups will be on breaks at any time. The food available will be similar to last year. The canteen provider is introducing a cashless payment system over the coming weeks. A card will have to be purchased for each student at a cost of €10. Parents can then register the card on a website and add credit to the card as needed. From the website you will be able to monitor credit available and food purchased by your child. Further details on the Cashless Payment system will be available on the school website as it becomes available. When the Cashless Payment system is ready to be implemented a payment of €10 will be requested on Way2Pay.

**Books and Equipment:** Students must have their own set of books and equipment. It will not be possible for students to share items. Details of books and equipment required was posted to parents in June and is also available on the school website on the Downloads tab.

**iPads:** Students who have an iPad should have it in school and charged each day. Students who do not have an iPad/Computer device should consider purchasing a device as technology will form part of the delivery of education. Teachers will be using the Microsoft Teams Programme to ensure that students have relevant notes etc. If students are absent from school due to illness or if the school is closed due to Covid-19 then technology will be required to continue teaching and learning.

**Cleaning:** Cleaning will take place in the school throughout the day with touch points such as door handles, handrails, etc. and toilet areas regularly cleaned. Students and staff will have to keep their own workspaces clean with cleaning products supplied. A thorough clean of the school will take place at the end of each school day.

**Code of Behaviour:** The following was added to the Code of Behaviour for Students – “I understand that I must comply with all Health and Safety regulations in place to protect myself and others. Failure to comply with Health and Safety regulations is a Major Offence. Due to the Covid-19 Epidemic regulations will be put in place to protect the school community and must be complied with”.

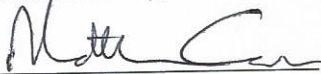
Please ensure that your son/daughter is familiar with all procedures and is willing to comply with them. If a student does not cooperate with the Covid-19 guidelines, then they will be sent home and cannot return to school until a commitment is given that the student will abide by all Health & Safety regulations. The Board of Management will be informed of any serious or continued failure to abide by procedures.

I hope the above helps in understanding the changes that will be in place when we return to school and if any further information becomes available it will be uploaded to the school website.

I look forward to welcoming your son/daughter back to school over the coming weeks.

If you have any questions or concerns, feel free to contact me.

Yours sincerely,



Matthew Carr

Principal