



12 Courtenay Hill, Newry, Co Down, BT34 2EA
Phone: (028) 3026 2175

17 August 2020

Dear Parents

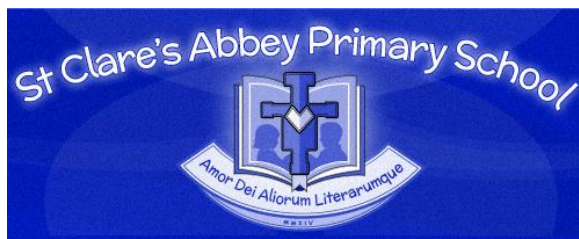
Further to my communication last week, I provide you now with details re practical arrangements for the return to school. We have been and will continue to work hard to make St Clare's Abbey as safe as possible.

The Induction Session that your child will have in school on the week commencing 24th August will allow us to explain the many changes implemented, in preparation for full return on Tuesday 1st September (all pupils - P2 - P7)

Safety measures

1. Your child's **protective bubble** will be his class, his teacher and assistant. He/ she will remain with this group throughout the day, meals will be eaten in the classroom and supervision will be provided by the allocated adults to this group.
A simplified single choice menu from the School Meals service will be on offer each day, this change has had to be made to facilitate the complexities of canteen staff delivering hot meals to each classroom.
An allocated playtime slot in a specifically allocated zone will be provided to his/her class to ensure that he/she remains in contact only with pupils in his/her own bubble.
PE will only take place in the playground and will be weather dependent, so send trainers into school in a bag.
2. Please wear **uniform** on **Monday, Wednesday and Friday** and **tracksuit** on **Tuesday and Thursday** to ensure time for clothes to be cleaned between wearing.
3. Regarding the **bus service**, whilst not mandatory it is recommended in most recent DE advice that pupils who can manage to do so should wear a mask. If your child's mask is a reusable one, show him how to take it off as soon as he exits the bus and ensure that he/she has a clean sealable bag to put it into. If it is a disposable mask explain that it will need to be discarded when disembarking from the bus. Pupils will wash hands as soon as they exit bus. Pupils will be encouraged to sit beside siblings or pupils from their class, however social distancing / bubbling will not be possible- therefore we urge you to use bus transport only as a last resort.





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4. **Drop off and collection arrangements**

Arrival procedure:

Supervision will be provided from 8.15 am with all pupils going DIRECTLY to their classrooms via the allocated entrance. (see attached table outlining entrance doors, dismissal times and 'pick up' points. Each door will be clearly marked with the relevant letter.) Pupils and parents must not congregate at the school entrances.

Dismissal procedure:

Staggered collection times are essential in order to reduce the number of pupils waiting at the gates at any time. It is crucial that parents work with us to make these arrangements work. We are putting a lot of effort into our plan to reduce interaction of 'class bubbles'. Please arrive at the correct time for your 'pick up' and note that children cannot be collected early, unless evidence of an appointment is provided.

5. Pupils should **NOT** bring **schoolbags/ lunchboxes/ pencil cases** or other personal belongings to school. For pupils taking a packed lunch, we ask that 'easy to open' items are provided so that your child can manage independently. Lunch should be brought in disposable wrappings. A healthy morning snack should be brought into school- no school snack will be provided for P1 & P2 pupils at this time.

6. **Money in school**

We are introducing a cashless system- details to follow next week.

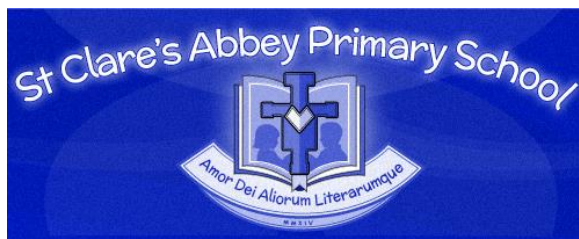
7. **Can you help us?**

We would be much obliged if your child could take the following items into school for his/her personal use:

- 2 bottles of hand-wash,
- 2 rolls of kitchen roll
- 2 boxes of tissues and
- 2 bottles of hand sanitiser

If you could write his/her name on these this would be extremely helpful.





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8. Remote learning and contingency planning

It is imperative that you download the Seesaw App and engage with it from week 1. It is also important to realise that the days allocated to your child for part time /blended schooling as per June notification will be implemented if needs be, should circumstances change re virus. I hope that having this information in advance will make things smoother for families if needs be. We will not have official homework for the foreseeable future however we will set a weekly task via Seesaw that we ask you and your child to complete at home and return electronically to the teacher, so that we can be confident that all families are 'up and running' with this app.

9. Home/School communication

It is vital that you download the school app in addition to Seesaw, I will send out a message on Tuesday 1st September and if you have not received it you need to contact us at the school office!!!!!! We also believe that two way communication is also very important at this time so if you have any Covid 19 concerns please email me mmonaghan771@c2kni.net

10. Return of pupils who have been in receipt of a shielding letter or living with someone who has been in receipt of a shielding letter

These pupils will need to have a personalised risk assessment completed - please ring Mr Sweeney ASAP and inform him that your child is in this situation so that we can keep a register and arrange a time to complete, with you, the risk assessment. It is the plan that these will be undertaken on Tuesday and Wednesday ie tomorrow.

A tiny number of pupils may have been medically advised to stay at home, please contact us immediately if this applies to your child as we have to make arrangements for the continuity of his/ her education.

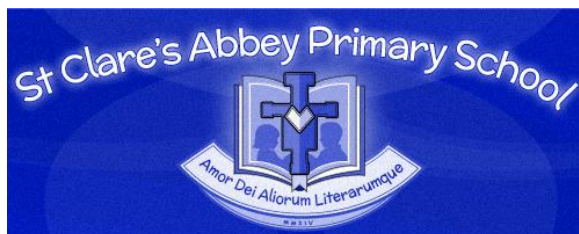
11. Holidays and quarantining

If you have been abroad in a country that has introduced 'quarantine measures', please ensure that you notify school to explain the reason for your child's absence, during that period.

12. Symptoms

Please follow guidance issued from PHA and ensure that your child is not sent to school if symptoms exist within your immediate family. Keep school informed by a telephone call on the first day of absence and regularly thereafter.





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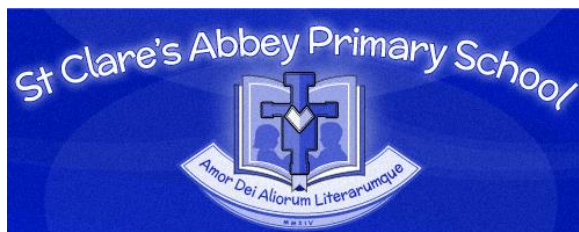
I conclude by saying that it is very important that we continue to adhere to PHA guidelines re social distancing and hygiene- ie hand washing and respiratory hygiene- 'catch it, kill it, bin it' message. PLEASE educate your children re these! If you need to make contact with us, it must be done via, phone as there will be no entry into the school building for anyone who does not have an appointment.

Thank you so much, in anticipation of everyone working so well with us to keep school as safe as possible for all.

Yours in partnership,
Michelle Monaghan
Principal.

Teacher	Year Group	School Start	Entrance Door	Exit Door	Home time Dismissal and Collection Point
Mrs Cribbin/Mrs Doherty	P1	Children can go directly to their classroom from 8.15am onwards	Children enter using their individual door from the playground	Children exit using their individual door to the playground	Class Door 1.55pm
Mrs A Mc Parland	P1	Children can go directly to their classroom from 8.15am onwards	Children enter using their individual door from the playground	Children exit using their individual door to the playground	Class Door 1.50pm
Miss Mackin.	P1	Children can go directly to their classroom from 8.15am onwards	Children enter using Door B	Children exit using Door B	Door B 1.50pm
Miss Mallon	P2	Children can go directly to their classroom from 8.15am onwards	Children enter using their individual door from	Children exit using their individual door to	Class Door 2.00pm

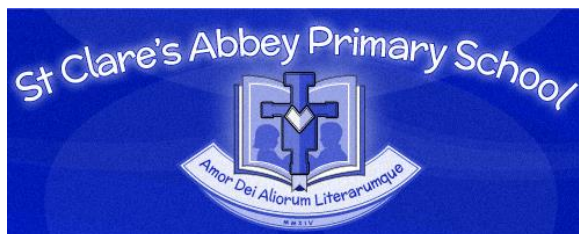




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			the playground	the playground	
Mrs Kearney	P2	Children can go directly to their classroom from 8.15am onwards	Children enter using their individual door from the playground	Children exit using their individual door to the playground	Class Door 2.05pm
Mrs Brown	P3	Children can go directly to their classroom from 8.15am onwards	Children enter using their individual door from the playground	Children exit using their individual door to the playground	Class Door 2.10pm
Mrs Tierney/Mrs Mc Goldrick	P3	Children can go directly to their classroom from 8.15am onwards	Children enter using their individual door from the playground	Children exit using their individual door to the playground	Class Door 2.05pm
Miss Duffy	P3	Children can go directly to their classroom from 8.15am onwards	Children enter using their individual door from the playground	Children exit using their individual door to the playground	Class Door 2.15pm
Mr Byrne	P4	Children can go directly to their classroom from 8.15am onwards	Door D	Door E	Main Gate 2.20pm
Mr Clarke	P4	Children can go directly to their classroom from 8.15am onwards	Door D	Door D	Pedestrian Gate 2.20pm
Mr Digney	P5	Children can go directly to their classroom from 8.15am onwards	Door D	Door D	Main Gate 2.30pm
Mr Hillen	P5	Children can go directly to their classroom from 8.15am onwards	Door E	Door E	Pedestrian Gate 2.30pm
Miss Rocks	P6	Children can go directly to their classroom from 8.15am onwards	Door E	Door E	Main Gate 2.40pm





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Mrs Mc Veigh	P6	Children can go directly to their classroom from 8.15am onwards	Door C	Door C	Pedestrian Gate 2.40pm
Mrs M Mc Parland	P7	Children can go directly to their classroom from 8.15am onwards	Door C	Door D	Main Gate 2.50pm
Miss Mc Coy	P7	Children can go directly to their classroom from 8.15am onwards	Door C	Door C	Pedestrian Gate 2.50pm
Miss O' Shea	ECPD	Children can go directly to their classroom from 8.15am onwards	Door A	Door A	2.30pm – 3.00pm
Mrs Gallagher	Nursery		Main Door	Main Door	3.00pm

