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Covid-19 / School Reopening Report of Inspection (Non-Exhaustive)

School Name

Scoil na Leanaí

Address

Ring, Co. Waterford.

Inspected By

David McCarthy - Ark.

Date

Wednesday, August 5, 2020

Approx. No. Students

60

Approx. No. Teaching Staff

3

Approx. No. Non Teaching Staff

	Number
Secretaries	0
Caretaker(s)	0
Cleaners (Internal)	1
Cleaners (External)	0

Isolation Rooms Identified?

	Location
Primary Isolation Room	Assembly Hall
Secondary Isolation Room	Staff Room

Return to School Requirements

Staff Return to Work Safely Induction Training

- All staff returning to school must complete the "Return to School Safely Induction" Training (to be published by the DES in due course).

School Reopening Committee

School Reopening Committee

- Advise that the school form a "School Reopening Committee" for the purposes of monitoring the implementation of the Covid-19 Response Plan in the school.

- Ideally this committee would comprise of the Principal, Lead Worker Representative, Parents Nominee from Board of Management.

Lead Worker Representative

- Lead Worker Representative to be appointed. The Lead Worker Representative should together with the school reopening committee, support the implementation of the measures identified in this Covid-19 Response Plan.

LWR should undergo training with the department to fulfil their role.

Building Requirements

Toilet Blocks

- Each sink to have hot water and adequate supplies of hand soap (restocked regularly). School should consider purchasing stocks in advance of the return to school.
- Hand sanitiser dispensers will be located at the exit / entrances to each of the toilet blocks to ensure that hand hygiene is maintained.
- Windows in / or adjacent to the toilet block should be opened to ensure good ventilation and fresh air circulation.
- Soap and hand washing pictorial guides / signage to be provided for washing hands and posted visibly.
- Cleaning regime frequency will be increased for toilet facilities particularly door handles, locks and the toilet flush handle. Suitable and sufficient rubbish bins for hand towels are provided with regular removal and disposal.
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Sanitising Dispensers Required

- Outside each toilet block – to be used going into and out of the toilets.
- Outside the staff room door – to be used entering the staff room.
- At each desk in each classroom – to be used regularly.
- In all meeting areas – used before meetings when handling paperwork.

Corridors

- Benches, pews, lockers and any other storage to be removed from corridors in advance of a return to school in order to maximise the available space on corridors.
- Coat Hangers to be removed from corridors.
- Floor markings to be laid down on all corridors indicating direction of movement for staff and students.

Legionella

- Competent contractor to be contracted to test water on the school premises and treat it accordingly for Legionella.

- Water storage tanks to be checked and cleaned, any build up of sludge/slime to be cleaned, and tanks are disinfected.

- Water tanks to be flushed through before use e.g. prior to reopening after summer holidays.

- Water storage tanks to be covered

Fire

- Fire Detection System to be inspected and certified by a competent engineer in advance of staff and students returning to school.

- Additional fire assembly point signage required to ensure good physical distancing in the event of an evacuation i.e. assembly point signage spaced accordingly to avoid congregation of students or staff in any one area for an extended period of time.

Water Dispensers

- Water fountains / dispensers to be disconnected.

IT Infrastructure

- Review Wifi Coverage and Strength in all classrooms in advance of staff and students returning to school.

Heating

- Ensure all boilers are serviced and certified by a competent engineer in advance of school returning.

Ventilation

- All windows to be checked to ensure they are operational and can be opened in advance of returning to school.

- Keys for windows to be sourced where not available to ensure that windows can be opened and provide good ventilation for staff and students.

- Where windows are placed at height, "opening rods" to be sourced to ensure they can be opened.

- Where windows are opened via a switch, all windows to be checked to ensure that they are operational.

- Meeting areas where natural ventilation cannot be achieved should not be considered by staff for use.

Physical Distancing Requirements

Physical Distancing Requirements

- Consider using multiple entrances / exit points into the school building and ensuring that doors are held open at the start & end of each school day to allow for the free flow of traffic.

Teacher Desk to be located 2 metres from student desks (and where not possible 1 metre);

Students to be located 1 metre from each other in the classroom as per the DES Classroom Layout Diagrams.

Consider staggered start times to allow a staggered influx of students / staff.

- Chairs, benches, pews, notice boards are removed from all hallways / corridors to maximise the available space in these areas.

- Where face to face meetings are absolutely necessary, the length of the meeting will be kept to a maximum of 40 minutes and the numbers attending are to be kept to a minimum. At all times participants must maintain physical distancing at the advised 2 metres. In addition, the location for these meetings must facilitate good ventilation i.e. an open window. Meetings shall not take place in rooms without natural ventilation.

- Advise that the school plan for online parent teacher meetings / reports in the new school year.

Other Physical Distancing Requirements

- Advise that the school approach the Coláiste with a view to establishing the class same pod system for boarding i.e. breakfast, lunch, dinner and boarding.

- All non essential book shelves, book cases, storage etc. to be removed from each of the classrooms.

- Classrooms to be laid out as per the DES Guidelines for Primary Schools. Advise that 4 rooms are laid out in this fashion (1 as an overflow).

- Advise that the school utilise the newly refurbished classroom (Library) given it is larger than Sean & Olive's Room and will accommodate students comfortably whilst maintaining 1 metre social distancing.

- Language Teachers to take 1 pod of six out at a time whilst maintaining social distancing at all times.

Hygiene Requirements

Deep Cleaning of School Building

- Advise that the school now organise a date immediately prior to the return of school to deep clean and sanitise the school.

Cleaning Requirements

- Enhanced cleaning procedures to be established in the school to prevent cross contamination, particularly in communal areas and at touch points.

- Consider starting 1 No. Cleaner earlier in the day (after small break e.g.) to ensure that frequently touched surfaces are sanitised i.e. Taps and washing facilities, Toilet flush and seats, Door handles and push plates, Handrails on staircases and corridors, Printers & Photocopying Equipment, Equipment controls, eating areas, Telephones, Keyboards, photocopiers and other school equipment.

- Advise that rubbish collection and storage points are increased and emptied daily.

Cleaning Agents Required (in the event of a Covid-19 Case in school)

- 1 No. Boxes of disposable cloths (Pack of 10) or paper roll.

- 1 No. Box of Paper Roll.

- 1 No. Box of Disposable mop heads, to clean all hard surfaces, floors, chairs, door handles and sanitary fittings .

- 1 No. Box of Combined detergent disinfectant solution at a dilution of 1,000 parts per million available chlorine.

Other Cleaning Requirements

- Pedal Bins to be provided in each of the classrooms.
- Windows and classroom doors to be kept open to allow good ventilation through each of the classrooms throughout the school day.
- Piano Lessons to observe social distancing of 2 metres or they cannot take place. Piano should be wiped down and sanitised thoroughly between each use. They should take measures to avoid close contact at face to face level such as remaining standing rather than sitting beside/crouching down. Situations that require people to sit or stand in direct physical contact with other people should in particular be avoided.
- Self Declarations to be signed by all teaching / non teaching staff (part time or otherwise).
- Art supplies, library books etc. and the sharing of these items to be prohibited. Each student to be provided with /supply their own equipment / items for use.

PPE Requirements

Required Contents of PPE Stations in each classroom

- 5 No. FFP2 Face Masks

- 10 No. Pairs of Nitrile gloves.

- 2 No. 500ml Alcohol based hand sanitiser – 70% or greater (General Classrooms plus CPU Room).

- 2 No. 500ml Non Alcohol based hand sanitiser for practical rooms.

- Sanitising Wipes x 1 Drum.

First Aider PPE (To be located in the Primary & Secondary Isolation Room)

- 5 No. Face Shields.

- 5 No. Enclosed Eye Protection.

- 5 No. Box of Plastic disposable gowns.

- 5 No. Box of FFP2 Face masks.

- 6 No. Drums of Sanitising Wipes (Min. Quantity of 200 wipes per drum)

- 6 No. 1 litre Alcohol based hand gel – 70% or greater

Required items for First Aiders Respond to an incident

- 1 No. Box of Disposable gloves (nitrile/latex).

- 1 No. Box of FFP3 (preferable) or FFP2 (minimum) Face masks.

- 1 No. Box of Disposable plastic aprons;

- 5 No. Enclosed Eye Protection.

- 5 No. Full Face Shields

Reception Area

Reception Area

- Consider a policy of visitors to the school by appointment only i.e. main entrance will be locked during class times.

Reception Area - Additional comments

- Recommend that the school implements staggered start times, break times and end times for each of the three classes.

- Thumb turn to be fitted to the front door of the school to ensure that the door can be used in the event of a fire should it be locked.

Staff Room

Staff Room Requirements

- The current staff room layout would only see approx. half of staff being able to use this space with current social distancing guidelines.
- Staff to bring own cutlery to school each day.
- Sanitising wipes to be located on all tables.
- Housekeeping to be addressed and any non essential storage of items should be removed from the area asap.

Student Break Times

Student Canteen

- Consider delivery of food from the on site canteen to student base class rooms to avoid congregation of students.
- Breaks are organised in such a way as to ensure physical distancing during breaks i.e. one way system for collection of food, floor markings.
- Advise that the school plan for time for appropriate cleaning procedures before service resumes.

Student Break Times Additional Comments

- Individual classroom use of the yard for break times will ensure that there is separation of class bubbles.

Contact Tracing

Contact Tracing

- Dedicated seating plans to be established for students in each classroom so should someone become symptomatic the school will be able to retrace it's steps.

- Advise that the school now ensure that contact details for all parents / guardians are up to date on the school information management system.

- Staff to keep their own log of meetings held and who was in attendance – this should be done by the meeting organiser.

- The sign in / sign out book should also be utilised for tracing students.

Assembly Hall

Assembly Hall Requirements

- Sanitising stations to be placed at entrance/exits as well as in and around the sports hall and gym.

- All persons entering this area to be directed to sanitise / wash their hands and additional hand washing stations shall be provided where possible.

- Supervision of students required at all times. Should supervision not be able then access to gym equipment should not be permitted.

- Good ventilation must be maintained in all areas i.e. open a window(s).

- Physical distancing of 2 metres must be maintained at all times during the use of the area.

- Good respiratory etiquette must be maintained at all times i.e. coughing / sneezing into a tissue or using the back of the elbow.

At Risk / Vulnerable Staff i.e. underlying conditions

Students identified as at risk / vulnerable i.e. underlying conditions as per the latest Public Health Guidance should be advised by their won GP / Medical practitioner regarding their fitness to return to school.

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