



Enfield Community College COVID -19 Policy Statement

Enfield Community College is committed to providing a safe and healthy workplace for our school staff and a safe learning environment for all our students. In preparation for the phased return to school September 2021 the school is updating its COVID-19 Policy Statement and the relevant sections of the COVID-19 Response Plan to reflect the provisions of Department of Education COVID-19 Response Plan for the safe and sustainable operation of Post Primary Schools: August 2021. Available on www.education.ie & www.gov.ie/schools/. The BOM/ETB and all school staff are responsible for the implementation of this plan and a combined effort will help contain the spread of the virus. To ensure that, we will:

- continue to monitor our COVID-19 response and amend this plan in consultation with our staff
- provide up to date information to our staff and students on the Public Health advice issued by the HSE and Gov.ie
- display information on the signs and symptoms of COVID-19 and correct hand-washing techniques
- agree with staff, a worker representative who is easily identifiable to carry out the role outlined in this plan in relation to summer provision
- inform all staff and students of essential hygiene and respiratory etiquette and physical distancing requirements
- adapt the school to facilitate physical distancing as appropriate in line with the public health guidance and direction of the Department of Education
- keep a contact log to help with contact tracing
- ensure staff and students engage with the induction / familiarisation briefing provided by the Department of Education
- implement the agreed procedures to be followed in the event of someone showing symptoms of COVID-19 while at school
- provide instructions for staff and students to follow if they develop signs and symptoms of COVID-19 during school time
- implement cleaning in line with Department of Education advice

Because of the very serious risk to the health and safety of staff, students, family and the wider community, full compliance with the provisions of this policy at all times must be very strictly adhered to. Non-compliance with procedures or instructions from staff will result in parents/guardians being required to take their child home from school immediately and the incident referred to the Board of Management.

All school staff will be consulted on an ongoing basis and feedback is encouraged on any concerns, issues or suggestions. This can be done through the Lead Worker Representative(s), who will be supported in line with the agreement between the Department and education partners.

Signed: _____ Chairperson BOM Date:

Signed: _____ Principal ECC Date:



Health and Safety Control of COVID-19 Policy for Students

Enfield Community College

Introduction

Under the Safety Health and Welfare at Work Act 2005, the Board of Management/LMETB of Enfield Community College as employer is required to ensure, so far as is reasonably practicable, the safety, health and welfare at work of all employees of the school. The employer is further required to manage and conduct the school in such a way as to ensure, so far as is reasonably practicable, that individuals at the place of work who are not employees, such as students, parents/guardians, visitors to the school, are not exposed to risks to their safety, health or welfare.

This policy is influenced by the need to minimise the risk of introduction of COVID-19 into the school community and to prevent its spread. Although it is acknowledged that no single action or set of actions will completely eliminate the risk of COVID-19 transmission, adherence to this policy will contribute to the reduction of that risk of transmission.

In accordance with this policy, students are expected to comply with the standards of behaviour set out in this policy or as directed by the school to prevent the introduction and spread of COVID-19. The COVID-19 control measures are consistent with current advice from the HSE, the Health and Safety Authority, the Department of Education and Skills and the Department of Foreign Affairs and, as such, may be subject to change. Students and parent(s)/guardian(s) will be notified of any changes to the control measures.

Students are expected to comply with all directions from school staff in relation to the school's COVID-19 control measures. Any failure or refusal to comply with this policy or to follow instructions of school staff should be dealt with in accordance with the school's Code of Behaviour.

Parent(s)/guardian(s) are required to supply the school with a phone number/s of available person/s who can be contacted at all times and who will be available to collect a student from the school should the need arise.

Symptoms of COVID-19

Symptoms of COVID-19 are similar to symptoms of cold or flu. The most common symptoms are:

- fever
- cough
- shortness of breath
- loss of sense of smell or taste

More information regarding the most up-to-date signs and symptoms of COVID-19 is available on the HSE website, <https://www2.hse.ie/coronavirus/>.

**Standards of Behaviour expected of students to help prevent the introduction
or spread of COVID 19 in the school**



Standards of Behaviour expected of students

Students are expected to comply with any control measures directed by the school to prevent the introduction and spread of COVID-19, including, but not limited to:

- maintaining a social-distance of at least 1 metre and where possible, 2 metres, from other students and staff;
- All students at post-primary level, are required to wear a face covering subject to a limited number of exceptions set out in relevant Department of Education guidance. Face coverings must not contain any slogans/logos/images that may cause upset or be deemed offensive to any member of the school community.

See Appendix 1 Clarification on the use of face coverings in Post Primary schools.

- performing hand hygiene with a hand sanitiser on entering the school.
- repeating hand-hygiene at regular intervals throughout the school day and when directed by school staff;
- maintaining good respiratory-hygiene.

In this regard students should:

- cover nose/mouth with a tissue when coughing/sneezing and dispose of used tissue in waste bin and perform hand hygiene
- cough or sneeze into the inner elbow (upper sleeve) rather than into the hand, if no tissues are available.
- keep contaminated hands away from the eyes and nose
- carry out hand hygiene after contact with respiratory secretions and contaminated objects/materials
- not spit or deliberately cough or sneeze at or towards any other person in the school
- not sharing materials or stationery, such as pens, calculators, rulers, etc. with other students;
- not attending school for 14 days after returning from travel out of the country in line with Government guidelines for travel;
- not attending school if displaying COVID-19 like symptoms and remaining out of school for such period as is required in accordance with HSE/GP advice
- not attending school where tested positive for COVID-19 and remaining out of school for such period as is required in accordance with HSE/GP advice
- not attending school if identified by the HSE as a person who has been in contact with another person who has contracted COVID-19 and remaining out of school for such period as is required in accordance with HSE/GP advice;
- not attending school if a member of the student's household is displaying COVID-19 symptoms and remaining out of school for such period as is required in accordance with HSE/GP advice
- telling a teacher or other member of staff where a student feels unwell at school.

In that regard –

- the student will require to be collected from the school as soon as possible by a parent/guardian or a person designated by the parent/guardian for such purpose.
- parents must ensure that the school has up-to-date contact details so that they can be contacted by the school if required.
- complying with any other such directions as advised by the DES and/or HSE and communicated to the school community.

Note – Enfield Community College will review the above list and adjust or add items where necessary having regard to its own particular circumstances

Students should be aware that the above is a non-exhaustive list. Students are expected to follow all instructions from staff which aim to prevent the introduction COVID-19 into the school and minimise its spread.



Failure to comply with the standards of behaviour

Failure by a student to comply with the standards of behaviour expected to help prevent the introduction and spread of COVID-19 will constitute a breach of the Code of Behaviour of Enfield Community College and s/he may be subject to sanction up to and including suspension or permanent exclusion.

Any actions or sanctions taken in respect of alleged breaches of the code of behaviour will be carried out in accordance with the provisions of the school's code of behaviour, the requirements of the EWS Guidelines on Developing a Code of Behaviour and relevant requirements of the Education and Welfare Act 2000. Sanctions will be proportionate to the nature, seriousness and context of the behaviour.

A student engaging in aggressive, threatening or unacceptable behaviour that creates or increases the risk of COVID-19 infection for staff, other students or visitors to the school may be removed from class and, if necessary, from the school premises with immediate effect, pending any further action to be taken in accordance with the school's code of behaviour.



Appendix 1:



**An Roinn Oideachais
agus Scileanna**
Department of
Education and Skills

Clarification on the use of face coverings in Post Primary schools (DES, September 2020)

Wearing a face covering or mask does not negate the need to stay at home if symptomatic.

Wearing of face coverings – a requirement

Staff and students, at post-primary level, are required to wear a face covering. The exemptions to this are set out below.

Cloth face coverings

Cloth face coverings are recommended for staff and students. Cloth face coverings act as a barrier to help prevent respiratory droplets from travelling into the air and onto other people when the person wearing the face covering coughs, sneezes, talks or raises their voice. Cloth face coverings are therefore intended to prevent transmission of the virus from the wearer (who may not know that they are infected) to those with whom they come into close contact.

Face coverings must not contain any slogans/logos/images that may cause upset or be deemed offensive to any member of the school community.

Visors

Cloth face coverings are more effective than visors. In the limited circumstances where a cloth face covering cannot be worn clear visors must be considered. The alternate use of a clear visor can also be considered when a staff member is interacting with students with hearing difficulties or learning difficulties.

Exemptions

A medical certificate to certify that a person falls into a category listed below must be provided to the school by, or on behalf of, any person (staff or student) who claims that they are covered by the exemptions below:

- any person with difficulty breathing who cannot wear a cloth face covering or a visor
- any person who is unable to remove the cloth face-covering or visor without assistance
- any person who has special needs and who may feel upset or very uncomfortable wearing the cloth face covering or visor, for example persons with intellectual or developmental disabilities, mental health conditions, sensory concerns or tactile sensitivity.

In circumstances where a medical certificate is not provided that person (staff or student) will be refused entry to the school.

Directions for effective use of face coverings



- Information should be provided by schools on the proper use, removal, and washing of face coverings. Advice on how to use face coverings properly can be found on <https://www.gov.ie/en/publication/aac74c-guidance-on-safe-use-of-face-coverings/>.
- All staff and students should be reminded not to touch the face covering and to wash or sanitise their hands (using hand sanitiser) before putting on and after taking off the face covering.
- All staff (and students, where applicable), should be aware that they should wash or sanitise hands (using a hand sanitiser) before and after helping a student put on or adjust a face covering.
- Face coverings should be stored in a designated space, for example, in an individually labelled container or bag.
- Cloth face coverings should be washed after every day of use and/or before being used again, or if visibly soiled.
- Face coverings should not be worn if they are wet. A wet cloth face covering may make it difficult to breathe.

Whilst staff and students may wish to utilise their own face covering on a day-to-day basis, schools should have a stock of additional disposable or multi-use face coverings (or if appropriate, visors) for staff and students in case a back-up face covering is needed during the day or where required on an ongoing basis.

Use of medical grade face coverings

Schools should consider the specific circumstances where the use of medical face masks (to EU Standard EN 14683) may be more appropriate for staff as part of their risk assessment for employees returning to work (for example where staff by necessity need to be in close and continued proximity with students with intimate care needs such as SNAs).

Students using school transport

All students on the post primary transport scheme are required to wear face coverings subject to the exemptions above.