

18th August 2020

Dear Parent / Guardian,

RE: Drop-off and Collection Routines

The BoM and the School Leadership Team have been working to ensure a safe return to school for all pupils and staff on Thursday, 27th August. We have now finalised our plans for drop-off, break times and collection of the children every day.

The Commons N.S. appreciates your support as we try to safely reopen the school building. If at all possible, we request you not to come onto the school grounds or into the school building unless it is essential. We appreciate that escorting the Junior & Senior Infant pupils to their classroom is essential, but for the older pupils a drop off at the school gate is desirable. * Working together we hope to be able to progress the reopening in as safe a manner as possible for all.

We would ask all parents to familiarise themselves with the following drop-off and collection routines for the safe delivery and collection of pupils from school. Please be patient as we endeavour to embed these necessary precautionary and protective practices at the beginning of the school year.

It is imperative that :

- Adults do not come within 2m of each other.
- Parents do not try to have meetings with members of staff in the playground at drop-off and collection times – meetings between parents and teachers can only take place by prior arrangement. (This may have to be more restrictive depending on guidance - it is quite possible that the recommendation will be for remote meetings/telephonic communications.)
- all parents adhere to the drop-off and collection plans as outlined below.

Drop-off Plan

School will open at 9:00 a.m. to receive pupils. When pupils arrive at school they must go directly to their classrooms and sit at their designated seats; no playing/loitering in the school yard permitted before (or after) school. Children will be given a task to occupy their time until classes begin.

Hand sanitiser must be used when entering and exiting the classroom.

Mrs. Mc Groary's class will enter through left door of Main entrance.

Mrs. Rose's class will enter through right door of Main entrance.

Master Cannon's class will be in the New Building this year so enter via the left ramp.

All entrances will be clearly marked.

Formal lessons will begin at 9:20 a.m.

Break times

Jr. Infants – 1st Class (10:45 -11:00)

2nd Class – 6th Class (11:05 – 11:20)

Yard will be divided into 2 sections to separate class “Bubbles “.

Lunch time

Jr. Inf -1st Class (12:15 – 12:45)

2nd – 6th Class (12:50 -1:20)

Collection Plan

Jn. Infants will go home at 12 o clock until Friday 4th September. They will go home at 2 o clock from Monday 7th September onwards.

Mrs. Mc Groary’s Sn. Infants will go home at 2:00

1st Class will go home at 2:45

Mrs. Rose’s class will go home at 2:50

Master Cannon’s class will go home at 2:55

Pupils must exit the school grounds promptly and walk directly to their designated lifts. Playing in the school yard or sand pitch is not permitted after school ends.

Homework

Homework will be allocated on a weekly basis and distributed every Monday in a plastic poly pocket. This work will then be returned to the class teacher every Friday for correction.

Please ensure all items are clearly labelled.

*A separate note will be issued shortly for the parents of our new entrants to explain the requirements and procedures for beginning school.

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Joe Cannon (Príomhoide)