

ENNISKILLEN ROYAL GRAMMAR SCHOOL

COVID-19 PUPIL PROTOCOLS

The following COVID-19 protocols are based on current Public Health Agency (PHA) and Department of Education (DE) guidance to ensure the health and safety of our school and wider community. It is important that as a school community we respect and adhere to these protocols to ensure our individual and collective safety and well-being. We will keep these protocols under continuous review in light of our experience on the ground and changes in the relevant guidance. Where parents have any queries or questions we encourage them to contact school.

Where a pupil is displaying symptoms of COVID-19 they should not be sent to school and action should be taken as detailed in the link below:

<https://www.nidirect.gov.uk/articles/coronavirus-covid-19-self-isolating>

1. Promoting a safe school environment

It is essential that everyone continues to:

- ✓ Practise social distancing as much as is practicably possible;
- ✓ Wash their hands thoroughly and frequently throughout the day. Supervised handwashing will take place in the relevant handwashing hub upon arrival at school. Pupils are strongly advised to wash their hands at Break and Lunch and to use hand sanitiser on entry and exit to and from each room/area.
- ✓ Follow PHA guidance to 'catch it, bin it, kill it' when they sneeze or cough.

2. Safe social distancing in line with government guidance will be practised where possible

- ✓ Adult to adult: 2 metres
- ✓ Adult to pupil: 2 metres
- ✓ Pupil to pupil: social distancing between all pupils will be maintained as far as possible.
- ✓ School lockers will not be available.
- ✓ Sports activities will take place in line with guidance issued by the relevant governing body.

3. Maintaining good hand hygiene and preventing spread and infection

- ✓ Pupils and staff wash their hands thoroughly and frequently throughout the day. Supervised handwashing for pupils will take place in the relevant handwashing hub upon arrival at school. Pupils are strongly advised to wash their hands at Break and Lunch and to use hand sanitiser on entry and exit to and from each room/area.
- ✓ Hand sanitisers are provided at all entrance and exit points.
- ✓ Wall mounted hand gel sanitisers have been installed at frequent intervals in all corridors.
- ✓ Hand sanitisers will be provided in the classrooms
- ✓ Pupils and staff may bring their own hand sanitiser/gel.
- ✓ Pupils and staff should avoid touching their faces as far as possible and use a tissue (or their elbow) to sneeze into and follow PHA advice to 'catch it, bin it, kill it' as exemplified in posters around the school.

- ✓ Pupils will be advised to maintain good handwashing protocols at home, including washing their hands before they come to school.
- ✓ Pupils and staff should familiarise themselves with good hand washing practices as exemplified in a video clip on the following web page
<https://www.nidirect.gov.uk/articles/hand-hygiene>
- ✓ Designated toilet facilities are in place for each Year Group.
- ✓ An enhanced cleaning programme will take place during the school day.

4. Face coverings

- ✓ It is mandatory for all post-primary school age pupils to wear a face covering on all public and school transport unless they have a medical reason.
- ✓ Pupils should wear a face covering at all times when inside school buildings, including classrooms, corridors and confined communal spaces such as toilet areas unless they have a medical excuse.

Please note the following:

- ✓ Pupils are required to wear a face covering prior to entering school and for the duration of the school day.
- ✓ In light of hygiene considerations pupils should wear a reusable, washable face mask which can be washed after each day of use in school.
- ✓ Pupils should bring a small, named, re-sealable plastic food bag to safely store their mask when not being worn in the Dining Area or outside in the playground.

To be effective face masks:

- MUST cover both nose, mouth and chin
- MUST be changed when they become moist or damaged;
- MUST NOT be allowed to dangle around the neck;
- And MUST NOT be touched once put on.

Specific protocols for face coverings:

On entering/leaving the building or re-entering the building after an outdoor activity:

- Pupils should sanitise hands before putting face covering on.

After eating and drinking:

- Pupils should sanitise hands prior to putting face covering back on after eating.
- Once food has been consumed, the pupil should put their face covering back on.

5. Classrooms and equipment

- ✓ Floor markings will be put in place in classrooms to indicate a 2-metre distance between staff and pupils.
- ✓ Perspex screens will be installed in smaller classrooms where it is not possible to establish a 2-metre distance between staff and pupils.
- ✓ Where possible, all pupil desks should be organised to be forward facing

- ✓ Each classroom will have a sanitising kit for pupils and teacher to sanitise their desk prior to each use.
- ✓ Natural ventilation will be encouraged where possible. CO₂ monitors are installed in high traffic areas and areas where good ventilation is more difficult.
- ✓ Pupils will wear their school uniform. On the days when pupils have PE and Games they should wear their correct school PE kit to and from school as changing facilities will not be available.
- ✓ Pupils participating in after school sports training may wear non-school regulation clothing under the school regulation *Kukri* bottoms and school hoodie/quarter-zip blast fleece.
- ✓ Pupils are expected to have their own equipment (pens, pencils, ruler, eraser etc) and should not share items with each other.
- ✓ Where material/equipment has to be shared it must be cleaned before use by other pupils.
- ✓ Pupils are advised to bring one school bag and water bottle which are both named and which can be wiped down each day. In the case of KS4 and KS5 pupils, a lever arch file or large plastic folder may be preferable to a school bag.
- ✓ Pupils should keep their bag and belongings with them at all times. These should be stored safely under their desk/table in the canteen/hub area.
- ✓ Pupils will not have access to lockers and multiple bags should not be brought to school.

6. The School Day

- ✓ Routines for the school day will be reinforced with pupils on a continual basis and when changes occur.
- ✓ On CC site KS3 pupils will enter school only via Reception or Whiteboard Entrance. Year 13 will enter via Science/Art stairwell door: on LS entry to school is only via the Stone Hall and Cloisters entrances.
- ✓ All pupils should be in school by 8.55am.
- ✓ On arrival pupils in Years 8-12 & 14 will go directly to the handwashing stations and then to the gathering hubs where they will be supervised. Year 13 should go to HE2 for handwashing and then to their Period one classroom.
- ✓ Year 14 will not be permitted to leave the school for lunch.
- ✓ Year 13 and Year 14 Common Rooms will be closed.
- ✓ Rooms will be configured to allow for the two metre separation between adults and pupils. In circumstances where it may not be possible for the two metre rule to apply to pupils who require additional support, bespoke arrangements will be determined in consultation with staff and parents with full regard to both the interests of the pupil and the staff member.
- ✓ Year bubbles will be maintained and supervised in the Dining Halls and outdoor social hubs before the school day starts and at break and lunch time.
- ✓ At the end of the school day the pupils will leave school on a staggered basis under supervision. On CC, Years 8 and 9 will leave at 3.25 pm, Years 10 and 13 at 3.30 pm. On LS, Year 11 leave at 3.25 pm and Years 12 and 14 at 3.30 pm.
- ✓ Pupils will be encouraged to use the most direct route when moving around the school. Where possible they should use outside routes.

7. Visitors to school

We value our contact with our parents/guardians greatly and warmly welcome contact by telephone and e-mail. In order to reduce the number of visitors to school we ask that parents/guardians keep visits to school premises to a minimum unless for a pre-arranged appointment.

- ✓ Numbers of visitors on site will be kept to a minimum.
- ✓ Any visitor must report to Reception immediately upon arrival and provide contact details for test and trace purposes. Visitors should wear a face covering.

8. Pupil attendance

Where a pupil is displaying symptoms of COVID-19 they should not be sent to school.

Any pupil who has symptoms of coronavirus should follow the current PHA guidance found at the link below;

<https://www.nidirect.gov.uk/articles/coronavirus-covid-19-self-isolating>

Pupils previously shielding or with a family member who was previously shielding due to being identified as 'clinically extremely vulnerable' can continue to go to school. This is also the case for those who are 'vulnerable' to COVID-19. Where parents have queries about this, we advise you to speak with your GP or hospital consultant and the school will work with the parents and pupil on the basis of the medical advice to provide appropriate mitigations.

9. Pupils who become symptomatic onsite

If anyone becomes unwell in school with possible COVID 19 symptoms they will be isolated in a sick bay area and a parent/guardian will be contacted to organise immediate collection. They will be advised to follow PHA guidance for households with a possible coronavirus infection.

The pupil awaiting collection will be moved to a sick bay area and isolated behind a closed door. Windows will be opened for ventilation. Appropriate adult supervision will be provided.

If the pupil needs to use the bathroom while waiting to be collected, they will use a separate bathroom which will be cleaned and disinfected before being used by anyone else.

PPE should be worn by staff caring for the pupil while they await collection if a 2-metre distance cannot be maintained.

PLEASE NOTE: In the current public health situation, the school cannot house pupils in sick bay who are unwell even though they are not displaying COVID-19 symptoms. Therefore, the parents of any pupil coming to sick bay will be contacted immediately so that they can be collected and taken home straightaway. However, in the case of pupils who have a known medical condition such as diabetes and where bespoke arrangements are already in place these bespoke arrangements will still be observed.

10. Contact Tracing

Pupils who exhibit any symptoms associated with COVID-19 should not attend school and follow the PHA guidance in the link below.

<https://www.nidirect.gov.uk/articles/coronavirus-covid-19-self-isolating>

When a positive case is identified, the school will work closely with the PHA's Contact Tracing Team in identifying close contacts, if contacted.

11. Lateral Flow Testing

Pupils in Years 8-14 are strongly encouraged to take part in the voluntary Lateral Flow Testing programme. Pupils test twice each week (Monday morning and Thursday morning before attending school) and upload their results to an online portal as detailed in the information leaflet in the Lateral Flow Test kit. In the event of a positive test, the school must be informed and the guidance on the link below should be followed.

<https://www.nidirect.gov.uk/articles/coronavirus-covid-19-self-isolating>

The safety and well-being of our pupils and our school community is a matter of paramount importance to us all. Our mutual responsibility to keep each other and our families' safe is a crucial one. In the event of a pupil wilfully refusing to adhere to these safety protocols or who deliberately puts a member of the school community at risk, we will view this as a very serious breach of our Positive Behaviour Policy and will respond accordingly with the level of sanction imposed, up to and including exclusion.

5th January 2022