



# School reopening details for Academic Year 2021-2022

## Maria Immaculata Community College Dunmanway

### Guidelines for Students/Parents/Guardians

## Coronavirus **COVID-19**



**If you have fever and/or cough you should stay at home regardless of your travel or contact history.**

If you have returned from an area that is subject to travel restrictions due to COVID-19 you should restrict your movement for 14 days. Check the list of affected areas on [www.dfa.ie](http://www.dfa.ie)

### All people are advised to:

- > **Reduce** social interactions
- > **Keep a distance** of 2m between you and other people
- > **Do not** shake hands or make close contact where possible

If you have symptoms visit [hse.ie](http://hse.ie) OE phone HSE Live: 1850 24 1850

### How to Prevent



**Wash**  
your hands well and often to avoid contamination

**Cover**  
your mouth and nose with a tissue or elbow when coughing or sneezing and discard used tissue

**Avoid**  
touching eyes, nose or mouth with unwashed hands

**Clean**  
and disinfect frequently touched objects and surfaces

**Stop**  
shaking hands or hugging when leaving hotels or greeting other people

**Distance**  
stand at least 2 metres (6 feet) away from other people, especially those who might be unwell

### Symptoms

- > Fever (High Temperature) > A Cough > Shortness of Breath > Breathing Difficulties

### For daily updates visit

[www.gov.ie/health/covid-19](http://www.gov.ie/health/covid-19)  
[www.hse.ie](http://www.hse.ie)

Plans are already in full swing regarding our reopening in late August for the academic year 2021-2022. The past few years have challenged us all but the resilience shown by everyone will stand to us as we emerge from the global pandemic.

It is expected that schools will continue to operate with the current infection prevention and control measures in place to support their safe operation during Covid-19 when they reopen in August/September. We have been advised by the Department of Education to continue to operate with our Covid-19 response plans in place.

As you are aware these plans are based on the Government's Work Safely Protocol which reflects the most up to date public health advice for the workplace.

### Annual Registration

Our revised annual registration is set out below and can be paid in full or in instalments as soon as possible. We would like to thank you in advance for your co-operation in this regard.

Payment should be made by using our Way2Pay on-line payment system for all fees and costs. You will receive a text notification when it is accessible. Please go to [www.micc.ie](http://www.micc.ie) for the parent guide on 'How to pay online by using our Way2Pay system'.

This is for your convenience and to make MICC a cashless premises. All payments can be in instalments and a text receipt will issue directly to you.

It is due to the continued payment of the Student Resource & Development Fund that MICC is in a position to continue to offer our students an extensive range of services. As was the case in previous years our Student Resource and Development Fund is in place to assist in covering the cost of day to day expenses including: photocopying, SMS text alerts, postage, most materials for practical subjects (e.g. Metal, Art, Wood), some activities and other incidentals that crop up throughout the year. This voluntary fund does not cover the cost of some activities/trips that may involve substantial costs should public health guidance allow. We have maintained a reduction in these contributions due to the ongoing pandemic

<b>Payments by all families</b>	
<b>Annual Registration</b> Student Resource & Development Fund	First Child            €50.00 Or Family                    €75.00
<b>Student Journal &amp; 24 hour Student Personal Accident Insurance</b>	€18.50 per student

<b>PLUS payment as relevant per year group</b>				
	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	
<b>Book Rental (optional) 1<sup>st</sup>, 2<sup>nd</sup> &amp; 3<sup>rd</sup> year Books issued once payment received</b>	€130	€105	€50	
<b>Transition Year</b>	€35			
<b>Special Classes</b>	€35			

**Note:** Sending a son or daughter to school is expensive. The school however, may be in a position to help anyone experiencing particular difficulty with uniform, books or school fees. Anyone requiring assistance is asked to arrange a call with school management, to discuss any such concerns and possible supports available. Each individual will be dealt with in the strictest confidence. Please contact the school office should you find yourself in this position

### Return to school Health Declaration

We would expect that similar to our return to school in February/March every student will be required to have a Health Declaration completed for them. We will inform you of this in August when we have further details.

### Personal responsibility

We would like to acknowledge the tremendous efforts made by the full school community during the past academic year. The students took on their personal responsibility around Covid-19 very seriously and we are indebted to them for that.

**Our overarching objective is to keep Covid-19 out of our school.** If we can achieve this objective then the virus cannot spread within our school. Each member of our school community has a personal responsibility to do the right thing through wearing a mask, following correct hand hygiene procedures, following correct respiratory etiquette and maintaining social distancing. We expect that everyone will continue to take that personal responsibility seriously and maturely and cooperate fully with the measures we have in place and worked so well last year.

### Opening schedule

This is our revised opening schedule:

Return Date	Year Group Returning	Year Groups on site	Time
<b>Thursday 26<sup>th</sup> Aug</b>	STAFF	STAFF	All day
<b>Friday 27<sup>th</sup> Aug</b>	1 <sup>st</sup> Years	1 <sup>st</sup> Years	8:57 – 12:40
<b>Monday 30<sup>th</sup> Aug</b>	Special Classes 5 <sup>th</sup> & 6 <sup>th</sup> Years	1 <sup>st</sup> , Special Classes 5 <sup>th</sup> & 6 <sup>th</sup> Years	8:57 – 12:40
<b>Tuesday 31<sup>st</sup> Aug</b>	2 <sup>nd</sup> Years & 3 <sup>rd</sup> Years	1 <sup>st</sup> , Special Classes, 2 <sup>nd</sup> , 3 <sup>rd</sup> , 5 <sup>th</sup> & 6 <sup>th</sup> Years	8:57 – 12:40
<b>Wednesday 1<sup>st</sup> Sept</b>	4 <sup>th</sup> Years	All students	8:57 – 16:00
<b>Thursday 2<sup>nd</sup> Sept</b>		All students	Normal timetable

### Face masks

In accordance with national guidelines face masks **must** be worn while in the school building. It is advised that **face masks** provide the best protection against the spread of COVID-19. Therefore students and staff **must** wear a mask at all times when indoors in our school.

It is advised that students would have a supply of face masks that they alternate during the school day. Used face masks should be placed in a sealed plastic bag and disposed of/washed at home.

### Break Times

When the weather facilitates, students will be asked to move outdoors. Students on break will be asked to remain in certain areas and not roam around the building as there will be classes going on for other year groups.

### Senior Cycle Break Times

As per last year we are not in a position to allow students off campus. This is in keeping with reducing contacts and doing everything possible to minimise the risk of Covid-19 entering our school. Canteen facilities will be available on site during each lunch break. The canteen is now offering a range of hot dinners from Monday to Thursday.

### School Uniform

Full school uniform **must** be worn.

Only **standard navy school trousers or navy knee length school skirt** and fully **black shoes** are acceptable. It is important to note that non uniform items **will not** be accepted and alternative colours and styles **will not** be allowed. The school uniform is available for purchase locally from Crowley's, The Square, Dunmanway

Only on the day that students have PE will they be allowed to wear **suitable PE clothes**. We require students to wear a tracksuit ends and t-shirt with top/school fleece for the full day as our changing rooms will not be in operation. On all other days students **must wear** their full school uniform. If a student arrives to school wearing PE clothes on a day that is not their timetabled day for PE we **will** be asking for them to be collected and change into their correct school uniform before being allowed enter class.

Any extra layers of clothing must be worn **underneath** the school uniform. We would really appreciate everyone's cooperation on this issue.

One stud earring only in each ear is acceptable. No facial piercings are allowed. We appreciate parental support in ensuring that this doesn't become an issue.

### Access to the school building

Access to the school building will be **strictly** on an appointment basis. ***In exceptional circumstances*** should you require to collect a student during the school day you are asked to ring the office (023-8856030) when you are outside and the admin staff will arrange for the student to be called from class.

We expect that similar to last year, any visitor who is required to enter the school building will have submitted a Visitor Health Declaration before entering the school.

If your child has a pre-arranged medical appointment they can come to reception at the time indicated on the note they have presented to their class tutor. Once the office staff receive a phone call from the person designated to collect them they will inform the student who can then leave.

### Punctuality

Students must be in school on time. Students should be in the school building by 8:50am so that they can be seated in their classroom for morning tutorial by 8:57am. Early leaving will not be accommodated except in exceptional circumstances. It is important that all students maximise their time in class throughout the school year.

**We expect everyone's cooperation in this regard.**

### Base classrooms & Lockers

As per last year students will have a base classroom for tutorial and for subjects that do not require a specialist classroom. Students are asked to sit at the same desk when in these classroom. This will minimise touch points for students and they are requested to sit near other students from their base class when in option subjects. Teachers will be maintaining seating plans for each room and students are expected to cooperate with this.

We would be grateful to you if you would please refrain from making contact with the school in respect to wanting your daughter/son to join a different class group as it will not be possible to accommodate such requests.

For the moment we will **not** be allocating lockers to students. As students will have base classrooms they will be able to leave their books in their base room if moving to a specialist room. Students are required to bring a large box or additional bag to store their books in their base classroom last year. This worked very well last year.

We will keep this under review as we progress through our opening.

Students bringing their own lunchboxes are asked to have them clearly labelled. Students are also asked to bring their own bottled water as the water fountains will not be available for use.

### One Way System

We are continuing with our one way system around the school. All students, with the exception of Rang Sean and Sinead, **must** enter the building via the main entrance near the office. Students attending Rang Sean and Rang Sinead can access the building as they would have last year. In simple terms on the ground floor movement will be from the main entrance near the office towards the back door and in the opposite direction upstairs. We will work through this with students upon their return. We would ask that all students cooperate with this system and make their way to their next classroom as quickly as possible.

### Hand Sanitisers

Hand sanitiser dispensers are available around the corridors. Hand sanitiser will also be available in each classroom. Wipes will be available in practical rooms to wipe down equipment prior to use and also at the end of each class. Students are required to wipe down their desk and chair when they enter a classroom with the wipes/disinfectant spray and blue roll available in each classroom. Students are also requested to sanitise and wash their hands regularly during the school day.

### Symptoms of Covid

If a member of your household is displaying symptoms of COVID-19 (Click on [HSE website here](#) to keep up to date on symptoms) then any student in that household **MUST NOT** attend school until cleared to do so by medical personnel.

If a student displays signs or symptoms of COVID-19 while in school they will be taken to our isolation room and we will contact parents/guardians to come and collect them immediately. You must make contact with your GP and follow their advice from that point. If a case is confirmed in the school the HSE protocols will take over regarding contact tracing, etc.

### Remote Learning

During the two online learning periods that schools have experienced the MICC community have excelled in their ability to continue learning and teaching via Microsoft Teams. It is something we deserve to be very proud of.

In the event of the school building being closed again, we will support our students learning through our online platform Office 365. All students that were with us last year have an account set up already. Our incoming First Year students will get support in setting up their accounts when they join us. Teachers will continue to support students in the use of the various packages available to us.

#### **Returning from travelling abroad**

All students must follow the most up to date travel advice from the Department of Foreign Affairs regarding returning from travelling abroad. This advice is subject to change at short notice.

#### **Nut Allergy**

MICC is a nut-free school as some members of our school community have nut allergies.

#### **Change of personal details**

In the event that your personal data (e.g. home address, contact number, email address) changes during the course of the year can you please communicate your new details to the office by emailing [miccinfo@corketb.ie](mailto:miccinfo@corketb.ie) as soon as possible. This will ensure that you receive all communications in a timely fashion.

#### **Conclusion**

Should you have any queries or suggestions to make please email us on [miccinfo@corketb.ie](mailto:miccinfo@corketb.ie).

We look forward to our new school year after healthy and safe summer

Mise le meas

  
Niall Murphy  
Principal

June 2021

