



# Ballindaggin National School

Ballindaggin,  
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Principal: Mr Conor Mc Donald

25<sup>th</sup> August 2020

Dear Parents/Guardians,

The following letter details how St. Colman's N.S. will deal with any **suspected** case of Covid-19 in the school setting.

The procedures outlined below are based on the Department of Education and Skills **COVID-19 Response Plan for the safe and sustainable reopening of Primary and Special Schools** published on the 27<sup>th</sup> July 2020 and updated on the 19<sup>th</sup> August 2020.  
Please read carefully.

***\*Stay at Home if Unwell "No person (child, teacher, staff member or parent/guardian) should attend an educational setting if unwell or any members of their household are unwell with symptoms consistent with COVID-19"\****

- *staff and pupils who have symptoms should not attend school, should phone their doctor and follow HSE guidance on self-isolation;*
- *staff and pupils should not attend school if they have been identified by the **HSE** as a contact for person with COVID-19 and should follow the **HSE** advice on restriction of movement;*
- *staff and pupils who develop symptoms at school should bring this to the attention of the Class Teacher/Principal/Lead Worker Representative promptly;*

However, some will stay at home on the onset of symptoms but some will come to school (possibly feeling well in the morning) and end up in the designated Isolation Area. This situation is to be expected in the coming months as the autumn/winter colds and flu season gets into full swing. The majority of these colds and flus are normal but will need to be addressed in the same way as a suspect COVID-19 case as many of the symptoms are similar.

A designated isolation area has been identified within the school building.

The following outlines how **St. Colman's N.S.** will deal with a suspected case that may arise in a school setting.

If a staff member/pupil displays symptoms of COVID-19 while at school, the following are the procedures to be implemented:

- The person will be accompanied (at a social distance of at least 2m) to the isolation room via the isolation route (outdoors). The primary isolation room is located  
A second isolation room is located in the
- If the person with the suspected case is a pupil, the parents/guardians will be contacted immediately;
- A mask will be provided for the person presenting with symptoms. He/she should wear the mask if in a common area with other people or while exiting the premises;

- The individual who is displaying symptoms can immediately be directed to go home/be brought home by parents/guardians who will be advised to call their doctor and continue self-isolation at home;
- For any reason, if the person presenting with symptoms cannot immediately go home, they will continue to remain in isolation and their doctor will be contacted. The individual should avoid touching people, surfaces and objects.
- Advice will be given to the person presenting with symptoms to cover their mouth and nose with the disposable tissue provided when they cough or sneeze and put the tissue in the waste bag provided;
- If the person is well enough to go home, they may be transported home by a family member, as soon as possible, and they will be advised to inform their doctor by phone or their symptoms.  
**Public transport of any kind should not be used;**
- If they are too unwell to go home or advice is required, Emergency Services (999 or 112) will be contacted and informed that the sick person may be a COVID-19 suspect;

**“Section 8 of the COVID-19 Response Plan for the safe and sustainable reopening of Primary and Special School reads:**

*\*The HSE will inform any staff/parents/legal guardians who have come into close contact with a diagnosed case via the contact tracing process.*

**The HSE will contact all relevant persons where a diagnosis of COVID-19 is made.**

*The instructions of the HSE should be followed and staff and pupil confidentiality is essential at all times.\**

Useful HSE Contacts

Email: [hselive@hse.ie](mailto:hselive@hse.ie)

Website: <https://www.hse.ie/eng/hselive/>

Helpline: 1850 24 1850

**REMINDER**

If you have travelled from a country **NOT** on the current **Green List** your son/daughter **MUST** self isolate for a person of 2 weeks and **MUST NOT** come to school.

***Please see HSE Covid-19 School Poster/Advice for Parents/Symptoms available on school website***

*Le gach dea ghuí,*



Conor McDonald  
Principal

