



Emergency Closure Policy

Aim

To develop a clear and concise Emergency Closure Policy to be activated by the Principal in the event that we do not have enough staff available to provide a safe school environment for our students and staff during the Covid-19 pandemic.

Rationale

The school management team have conducted a risk assessment to establish the necessary staffing levels for each class to provide a safe school environment. Given the additional leave requirements under Covid -19;

- 14 day isolation for a confirmed Covid-19 test
- 14 day isolation if a close contact tests positive
- Time out of work whilst waiting for a test & test results
- 48 hour symptom free after a confirmed negative test

the school is required to have an Emergency Closure Policy in place to manage a safe school environment in the event that staffing levels fall below what are deemed necessary to operate our school safely. To minimise the spread of Covid-19 the school has been divided into 4 pods.

Pod 1 (rooms 6 and 7) and Pod 4 (Busy Bees, rooms 2 and 3) require 70% staffing levels to operate. If staffing levels fall below this number, the Principal will have no choice but to close this pod in the interest of safety.

Pod 2 (rooms 8 and 9) require 50% staffing levels to operate. If staffing levels fall below this number, the Principal will have no choice but to close this pod in the interest of safety.

Pod 3 (rooms 4 and 5) require 60% staffing levels to operate. If staffing levels fall below this number, the Principal will have no choice but to close in the interest of safety.

The Emergency School Closure Policy may also be enacted if mandated to do so by NPHET.

Roles and Responsibilities

The overall responsibility for the day to day management of the school rests with the Principal. The Principal will notify parents/guardians about pod or school closures, by text, as soon as is practical after the Emergency Closure Policy has been enacted.

Staff have a responsibility to contact the Principal if they are unable to attend work and have symptoms of Covid-19 or have been in close contact with someone with Covid-19 or someone who is displaying symptoms of Covid-19.

Parents have a responsibility of informing the Principal if their child has symptoms of Covid-19 or if they have been in close contact with someone with Covid-19 or someone who is displaying symptoms of Covid-19. Parents must keep their children at home if they display any of the following symptoms;

- Fever equal to or greater than 38.0°C
- Cough
- Shortness of breath or breathing difficulties
- Loss of smell, of taste or distortion of taste

Policy Review

It is agreed by all parties that this policy will be reviewed in June 2021 to ensure that it is kept up to date and that it retains its relevance. Ongoing advice from NPHE and the DES may require this document be modified.

Signed: _____

John Dennehy, Chairperson, Board of Management, ABACAS Kilbarrack Special School

Ratified by the Board of Management on: September 8th 2020

Next Review Period: June 2021