



# Bailieborough Community School

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Dear Parent/Guardian/Carer,

We hope you and your family are keeping well and looking forward to the reopening of Bailieborough Community School.

We are happy to report that the design team delivering our permanent additional accommodation has commenced the first stage of the works and that an extra four temporary teaching and learning units have been installed.

We envisage that all measures put in place to prevent the spread of Covid-19 during the previous academic year will be maintained. Amendments will be made as required and/or when we receive updated guidance.

The school's COVID-19 Response Plan incorporating our risk assessment outlines the measures we have put in place to prevent the spread of COVID-19 in our school.

A copy is available on our website [www.bailieborocs.ie](http://www.bailieborocs.ie) by clicking on the about tab and scrolling down to school policies. This plan will be updated in line with new developments.

The 2021-2022 return to school will occur on a phased basis to ensure all our students and staff members are familiar with the necessary protocols and essential etiquette during this pandemic.

**SCHEDULE FOR RETURN TO SCHOOL 2021-2022**

Date	1 <sup>st</sup> Years	2 <sup>nd</sup> Years	3 <sup>rd</sup> Years	5 <sup>th</sup> Years	6 <sup>th</sup> Years	TY	LCA1	LCA2
Thursday 26 <sup>th</sup> August	<b>8.50am - 1.14pm.</b>	No School	No School	No School	No School	No School	No School	No School
Friday 27 <sup>th</sup> August	<b>8.50am - 1.14pm.</b>	No School	No School	No School	No School	No School	No School	No School
Monday 30 <sup>th</sup> August	No School	No School	<b>8.50am - 1.14pm.</b>	No School	<b>8.50am - 1.14pm.</b>	No School	No School	No School
Tuesday 31 <sup>st</sup> August	No School	No School	No School	<b>8.50am - 1.14pm.</b>	No School	No School	<b>8.50am - 1.14pm.</b>	<b>8.50am - 1.14pm.</b>
Wednesday 1 <sup>st</sup> September	No School	<b>8.50am- 1.14pm</b>	No School	No School	No School	No School	No School	No School
Thursday 2 <sup>nd</sup> September	<b>8.50am - 1.14pm.</b>	No School	No School	No School	No School	<b>8.50am – 1.14pm</b>	No School	No School
Friday 3 <sup>rd</sup> September	<b>8.50am - 1.14pm</b>	<b>8.50am - 1.14pm</b>	<b>8.50am- 1.14pm</b>	<b>8.50am - 1.14pm</b>	<b>8.50am- 1.14pm</b>	<b>8.50am - 1.14pm</b>	No School	No School

On Thursday 26<sup>th</sup> August we will welcome our first year students into their new school. From 8.50am until 12.16pm they will be inducted by their Year Leaders Mr Rooney and Ms Ruddin and Tutors. During period five from 12.16 until 1.14pm they will attend their first wellbeing class. Timetables will be distributed on the day.

Friday 27<sup>th</sup> August will see our first year students return for the second leg of their induction programme. Further details re. same will be provided on the 26<sup>th</sup> August. Full attendance is required from all our first year students in order to facilitate a smooth transition. Textbooks can be brought in gradually on August 26<sup>th</sup> and 27<sup>th</sup> or on September 3<sup>rd</sup> 2021.

On Monday 30<sup>th</sup> August we will welcome our third and sixth year students from 8.50am until 1.14pm. Following a meeting with their Principal, Deputy Principal, Year Leader and Tutors prior to the morning break, third year students will proceed with Irish and optional block 2 subjects Wood Technology/Visual Art/Engineering/Home Economics/Music/Graphics/ whilst sixth year students will attend a Maths and English lesson.

Fifth year and LCA students will be welcomed on Tuesday 31<sup>st</sup> August. Following a meeting with their Principal, Deputy Principal, Year Leader Ms Crossan and Tutors before morning break, fifth year students will proceed with an Irish lesson followed by their optional block 4 subjects French/German/Physics/ Geography/Agricultural Science. Timetables will be available on the day.

LCA students will meet their co-ordinator Mr Carragher and tutors Mr Fay and Miss Rudden from 8.50am until 10.58am. They will then proceed as follows until 1.14pm:

- LCA 1A English & Communication during period four and Mathematical Applications during period five
- LCA 1B English & Communication during period four and Mathematical Applications during period five.
- LCA 2 English & Communication during period four and Engineering/HCT during period five.

On Wednesday 1<sup>st</sup> September we welcome our second year students from 8.50am until 1.14pm. Following a meeting with their Principal, Deputy Principal, Year Leader and Tutors before morning break, they will proceed with a Maths lesson followed by their optional block one subjects Engineering/Wood Technology/Home Economics/ Visual Art. Timetables will be available on the day.

Thursday 2nd September will see our TY and first year students return to school. The TY induction programme will be facilitated by Ms McGovern and commence at 8.50am until 12.16pm. They will attend an English class until 1.14pm.

First year students will follow their normal timetable on Thursday morning.

**All our students apart from our LCA students will make a full return to school on Friday 3rd September from 8.50am until 1.14pm.**

In 2021-2022 the structure of your son's/daughter's school week will look like this:

Time	Length	Period	Monday	Tuesday	Wednesday	Thursday	Friday
8.50-9.02	12 min	1					
9.02-10.00	58 min	2					
10.00-10.58	58 min	3					
10.58-11.18	20	BREAK	BREAK	BREAK	BREAK	BREAK	BREAK
11.18-12.16	58 min	4					
12.16-1.14	58 min	5					
1.14-1.54	40	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	
1.54-2.52	58 min	6					
2.52-3.50	58 min	7					

Please Note:

Work experience for TY students is scheduled one day per week on a Wednesday. Work experience for LCA students is scheduled one day per week on a Friday.

Students' access to Bailieborough Community School in the mornings will commence from 8.15am onwards and conclude by 8.50am sharp. **Latecomers cannot be allowed into the building after 8.50am.** This control measure has been implemented to keep your son/daughter safe and fully re-engage him/her with learning. Never has the importance of punctuality in the morning been more crucial than now.

Separate entry/exit points as outlined below to increase separation, decrease interaction and minimise students congregating in very close proximity will continue to be in operation. First Year and new students will be familiarised with these designated points, our one way system and morning break routines as part of their induction. Reminders to all other students will be issued.

Year Group	Entry/Exit Point
First Year Students	Front Main Entrance
Second Year Students	A3 (outside door facing the car park)
Third Year Students	B3 (outside door facing the car park)
Fifth and Sixth Year Students	Front Main Entrance
Transition Year Students	Door going directly into the E Area (beside bicycle stands)
Leaving Certificate Applied Students	Front Main Entrance

A policy of restricted access in relation to all third party access to Bailieborough Community School remains in place.

Parents/Guardians will need to contact the office in advance and **obtain prior approval from the principal** if they require access to BCS **for essential purposes** only.

Parents/Guardians collecting students will be asked to press the buzzer inside the main entrance and wait at the designated contact point (on the right hand side of the main entrance) for their son/daughter. **We are asking that this practice is kept to an absolute minimum.**

General queries can be emailed to the principal or deputy principal and responses will be processed as soon as possible.

Principal: [marthalievens@bailieborocs.ie](mailto:marthalievens@bailieborocs.ie)

Deputy Principal: [fergalkenny@bailieborocs.ie](mailto:fergalkenny@bailieborocs.ie)

If a student becomes ill, the parent/guardian will be contacted and asked to bring him/her home as soon as possible. The student will stay in the isolation room until the parent's arrival and will exit through a designated external door.

**Students are instructed not to attend school if they have any of the symptoms of COVID-19, have tested positive for COVID-19 in the last 14 days or are a close contact of someone who has tested positive in the last 14 days.**

Uptown privilege will be granted to our sixth year & LCA 2 students only and this will be subject to ongoing review following an assessment of risk. Sixth year students who may wish to stay in the school at lunchtime will be accommodated.

All other students (including TY, LCA1 and 5<sup>th</sup> Year students) will remain on the school premises in their designated areas from 1.14 until 1.54pm.

Students have the option to bring a packed lunch or avail of food prepared in the canteen. Students need to bring their own bottled water or purchase it from the canteen as our water fountains have been removed in line with current guidelines. A pre-order facility is available.

There are a number of issues in our Code of Behaviour (as outlined in your son's/daughter's school journal on pages 4 to 17) we would like to emphasise at this time:

- the importance of cleanliness and the correct wearing of the full school uniform

Please note that the Department of Education and Skills recommends that students wear face coverings. Face coverings are recommended that are reusable and washed once every day as is consistent with the recommendation to wear face coverings in other contexts such as on public transport, in shops and indoors where a 2m physical distance cannot be maintained. Students in Bailieborough Community School, apart from specific exemptions, will be required to wear face coverings inside the classrooms, at their lockers, in corridors, in the canteen or at entry or exit points. All staff and students using the post-primary school transport service will be required to wear face coverings on the bus.

- the complete ban on mobile phones for all first, second and third year students on the school grounds whilst mobile phones of all other students must remain in the student's locked locker and not be removed until the student is leaving the school
- the student's personal responsibility in following and co-operating fully with safety regulations so as not to put his/her own safety or the safety of others at risk

Please note this includes all COVID-19 related control measures put in place.

- the student's personal responsibility in walking and behaving in an orderly manner around the school

Please note this includes strict adherence to our one way system and remaining within the designated area/zones during break & lunch times as well as upon entry and exit to the school

- the student's personal responsibility in upholding the principle of respect at the heart of our school

Please note this includes respect for self as well as for others and prohibits all forms of harassment

- where a student's presence in the school constitutes a threat to safety there are grounds for suspending/expelling that student

May we remind you that upon enrolment and for the duration of their time in Bailieborough Community School you and your son/daughter agreed in writing to abide by the Code of Behaviour's rules and regulations. Please sign on page 17 of the student journal with your son/daughter to confirm you both read and accepted it.

A voluntary contribution of €50 per student or €70 per family will be sought from parents/guardians to cover the cost of your son's/daughter's journal, locker and insurance for school related activities. You are asked to send in this contribution on the first day of his/her return to school. Thank you.

During the upcoming year you may feel the need to meet with us in the school to discuss issues. We would request that in order to ensure this is facilitated properly and prepared for adequately - that you would telephone the school in advance to arrange an appointment. We will endeavour to return telephone calls as soon as possible. A brief outline of the query will aid the speedy resolution of the matter .

The next few weeks will not be without new challenges but we are ready to welcome back our students and provide them with a quality education in a caring environment.

In the meantime, we hope you can enjoy a summer filled with sunshine and robust health.

Yours sincerely,

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Martha Lievens

Principal

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Fergal Kenny

Deputy Principal