

# St. Dymphna's National School

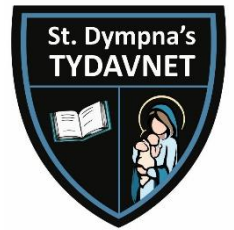
Tydavnet, Co. Monaghan.



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19<sup>th</sup> August 2020

Dear Parent / Guardian,

## **RE: Drop-off and Collection Routines**

The BoM and the School Leadership Team have been working to ensure a safe return to school for all pupils and staff. We have now finalised our plans for arrival and dismissal of the children every day.

St. Dymphna's N.S. appreciates your support as we try to safely reopen the school building. Parents are not permitted to enter the school yard or building at any time during arrival or dismissal times except in the event of an emergency or by prior arrangement. Children will be met at the school gates by Ms. Traynor or another member of staff at allocated times of arrival. Children will follow a one-way system and line up on the allocated markings outside their classrooms. Working together we hope to be able to progress the reopening in as safe a manner as possible for all.

We ask that all parents/guardians familiarise themselves with the following arrival and dismissal routines for the safe delivery and collection of pupils from school. Please be patient as we endeavour to embed these necessary precautionary and protective practices at the beginning of the school year.

### **It is imperative that**

- all parents/guardians adhere to the arrival and dismissal plans as outlined below
- Parents must line up at the designated wait points
- adults do not come within 2m of each other
- parents do not try to have meetings with members of staff in the playground arrival and dismissal times – meetings between parents and teachers can only take place by prior arrangement (telephonic and email communications are recommended)
- under no circumstances are parents/guardians to linger at the school gates after their child/ren have been collected and are to leave immediately
- under no circumstances are parents/guardians to gather in groups when waiting for children to be dismissed

**\*This system will apply rain, hail or shine so please ensure that your child arrives to school daily prepared for bad weather!**

### Arrival Plan

We ask that all parents and guardians park that on dropping off your child/ren you return promptly to your car and exit the car park safely.

Bus children at 9.10AM

Surnames A-K at 9.15AM

Surnames L-N at 9.20AM

Surnames O-Z at 9.25AM

### Dismissal Plan

We ask that all parents and guardians park in the lined car park spaces and do not use the 'drop off' zone. This is to allow for social distancing during collection times. All children must be collected at the gate by a parent/guardian. We ask that on receiving your child/ren you return promptly to your car and exit the car park safely.

It is recommended that children travel with family members only. Children travelling by bus should adhere to the guidelines provided by the Department of Transport.

Collection times will be as follows

Junior Infants: 1.55PM

Senior Infants: 2.00PM

If you have a child in both Junior and Senior Infants, we ask that you collect them at 2.00PM.

1<sup>st</sup>-6<sup>th</sup> Class: The dismissal time for families with more than one child or those who travel on the school bus will be 2.50PM. The dismissal time for families with one child will be 3.00PM.

le meas,

Fr. Stephen Joyce

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Cathaoirleach, An Bórd Bainistíochta

Ms. Emma Traynor

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Príomhoide