

Amendments to Health and Safety Statement due to Covid-19 (Updated 23-08-21)

Rice College is committed to providing a safe and healthy work place for all staff and a safe learning environment for all our students. To ensure that, we have developed the following COVID-19 safety procedures:

	Action Taken/Description
Covid Response Plan	<ul style="list-style-type: none"> • The Covid Response Plan has been completed.
Covid Reponse team	<p>The members of the Covid Response team are:</p> <ol style="list-style-type: none"> 1. Louis Mulqueen (Principal) 2. Claire Culligan (Deputy Principal) 3. Pat Devitt (Deputy Principal) 4. Liam Ashe (Chairperson B.O.M.) 5. Francie Kenny (Caretaker and L.W.R.) 6. Aileen O’Driscoll (L.W.R.) 7. John Brosnan
Lead Worker Representatives	<p>The staff have decided on two LWR’s for year 2021-2022</p> <ol style="list-style-type: none"> 1. Mr. Francie Kenny. 2. Mrs. Aileen O’Driscoll.
Buildings	<p>Significant renovations and structural alterations took place in August 2020 and August 2021 in order to increase the area within classrooms and to accommodate students in base classrooms (minimising movement)</p> <ol style="list-style-type: none"> 1. Edmund Rice Building (ERB) – three base classrooms for 1st years. 2. Prefab. (Room 114) – base classroom for first year class. 3. Home Economics Room – being constructed at present in ERB. 4. Old primary hall and canteen – four base classrooms for 3rd years. 5. Gearbag room, constructed room in G.P area, Room 111 and partition room 107/108 – four base classrooms for 2nd years. 6. Rooms 102 and 103 – 2 base classrooms for T.Y.’s 7. Rooms 214 and 216 – increased classroom area for senior cycle students. 8. Rooms 206 and 208 – Converted into one large classroom for 30 students.

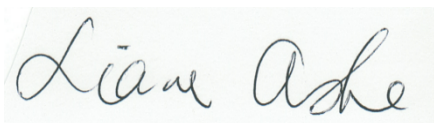
	<p>9. Room 305 (Science demonstration room) – converted into classroom for 30 students.</p> <p>10. Room 304 (Music room) – increased classroom area for 30 students.</p> <p>11. Rooms 104 and 105 – Converted into one large classroom for 30 students.</p> <p>12. Rooms 208 and 210 – converted into one large classroom for 30 students</p>												
<p>Student entry to school</p> <table border="1"> <thead> <tr> <th>Day</th> <th>Time</th> </tr> </thead> <tbody> <tr> <td>Mon</td> <td>08.30-16.00</td> </tr> <tr> <td>Tue</td> <td>08.30-16.00</td> </tr> <tr> <td>Wed</td> <td>08.30-15.50</td> </tr> <tr> <td>Thurs</td> <td>08.30-15.50</td> </tr> <tr> <td>Fri</td> <td>08.30-15.50</td> </tr> </tbody> </table>	Day	Time	Mon	08.30-16.00	Tue	08.30-16.00	Wed	08.30-15.50	Thurs	08.30-15.50	Fri	08.30-15.50	<p>All year groups have been allocated specific entrances to the school:</p> <ol style="list-style-type: none"> 1st year enter via entrance closest to the primary school. 2nd years enter via entrance in front of main door to first year building. 3rd years enter via Riverside gate. T.Y.'s enter the school via the Riverside gate and second door on left. Access to first floor only. 5th/6th years enter via Riverside gate and first door on left. Access to second and third floor only.
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Contact tracing books	<ul style="list-style-type: none"> • Visitors to the school must sign in and out at the main entrance and complete a contact tracing form. • People visiting the school through appointment must complete a contact tracing form prior to the meeting. • Staff using staffrooms must sign in and out on the contact tracing book. 												
Stairs	<p>A one-way system operates on the following stairs:</p> <ol style="list-style-type: none"> 1. 5th and 6th year entrance at Riverside is for going upward only. 2. The stairs at room 101 is for going down only. 3. The stairs by room 109 is both ways. 4. A one-way system operates on the corridors and stairs of the first year building. (Please note a two-way system will be in operation to facilitate the construction of Home Economics Room until January 2022.) 												
Corridors	<ul style="list-style-type: none"> • Students are to walk on the left and maintain maximum distance at all times. 												
Isolation Units	<ul style="list-style-type: none"> • There are six isolation units constructed in the G.P. area for students reporting ill and awaiting pick up. 												
Specialist Rooms	<ul style="list-style-type: none"> • Room 305 (Science demonstration room) – Fixed seats have been removed and Perspex screen erected between the benches. Teachers bench also has a Perspex screen. • Room 213 (DCG Room) – Perspex screens have been erected between all PC's. 												

	<ul style="list-style-type: none"> ● Rooms 206 and 216 (Computer rooms) – Perspex screens have been erected between all PC’s. ● Room 106 (Chemistry Lab.) – benches have been removed and replaced with smaller tables to further improve the social distance between students. Teachers workspace has a Perspex screen erected. ● Room 201 (Physics Lab.) – shelving and fixed bench removed from back of room to increase space and improve social distance between students. Teachers workspace has a Perspex screen erected. ● Room 101 (Biology Lab.) – Benches have been marked with 1m distance between each student. Teachers workspace has a Perspex screen erected. ● 1W2 and Room 112 (Woodwork) – excess work benches have been removed to increase space and benches have a divide constructed between them. Teachers work space has a Perspex screen erected. ● Room 109 (Art Room) – teacher’s workspace has been relocated to the back of the room with a Perspex screen erected.
Signage	<ul style="list-style-type: none"> ● HSE signage is posted up all around the school to remind students of current guidelines. ● Rice College Covid-19 posters are also posted around the school. ● Classrooms are labelled with the room number the maximum capacity for the room area. ● One way stairs signage is also posted up. ● Corridors are divided and signage is on the floor to remind everyone to walk on the left, ● There is a power point presentation up on the TV screens around the school reminding everyone of current HSE guidelines.
PPE	<p>Each classroom is provided with a basket containing:</p> <ul style="list-style-type: none"> ● Sanitising wipes. ● Sanitising spray. ● Blue paper roll. ● Spare masks. <p>Hand sanitising dispensers are hung at the entrance to every classroom and at school entrances. These are topped up daily by our Covid worker. Blue roll paper dispensers are hung in every classroom.</p> <p>Healthy desk pads have been purchased and place on every student’s desk top. These are self-sterilising desk pads that help minimise the contact risk of covid transmission.</p> <p>On return to school, all staff were provided with a school mask and visor.</p>

	Storage of PPE in in designated rooms.
Cleaning	<ul style="list-style-type: none"> ● Clean Habit are the company employed to clean and sanitise the school building on a daily basis. ● Two additional personnel are employed daily to constantly sanitise contact points throughout the school, such as door handles, stair railings, desk tops, appliances etc. ● The Covid worker is responsible for re-stocking the sanitising units, the spray bottles and the paper roll dispensers. ● The school also purchased a sanitising fog machine to spray and sterilise rooms and isolation units after a suspected case.
staffrooms	<ol style="list-style-type: none"> 1. Main Staffroom. (Max capacity of 14 adults) 2. Room 203. (Max capacity of 10 adults) 3. The boardroom on 3rd floor. (Max capacity of 6 adults) 4. The canteen by the PE hall. (Max capacity of 6 adults) <p>There are contact tracing books left in each staffroom for staff to sign in and out.</p>
Additional Covid-19 Supervision	<ul style="list-style-type: none"> ● Additional personnel are employed to supervise potential hot spots around the school as part of the Covid Supervision scheme.
Covid Worker	<p>The school Covid worker is responsible for the following daily tasks:</p> <ul style="list-style-type: none"> ● Tops up hand sanitiser units. ● Re-stocks the blue roll dispensers. ● Fills the sanitiser spray bottles. ● Checks the baskets in each classroom and tops up accordingly.
lockers	<ul style="list-style-type: none"> ● All student lockers have been removed from the school to increase space and reduce risk of contracting Covid-19 through touch. ● All students have been given a plastic box to store their books in as an alternative. ● Students are also encouraged to use E-books to minimise the weight of bags.
Seating Plans	<ul style="list-style-type: none"> ● All teachers have logged their classroom seating plans on VSWare. Students have been allocated their seat in alphabetical order. ● A fixed seating plan has been produced for TY students using the computer labs.

	<ul style="list-style-type: none"> For junior and senior subject rotations, the students remain in their seat and the teachers rotate in order to minimise the movement of students.
Ventilation	<ul style="list-style-type: none"> We have replaced all windows in the ERB so that they can now easily be opened and closed for improved ventilation. All newly installed windows are fitted with air vents. We have adopted a 15minute break from 11.00-11.15pm daily where all students leave the school premises for a breathing break and to aerate the classrooms. All windows are left open during our breaks and after school for a minimum of 15minutes in line Department guidelines. The vast majority of our base classrooms for Junior Cycle class have raised ceiling heights to increase air capacity within the classroom environment. Classroom windows remain open throughout the day and external doors during the breaks to retain natural ventilation. Internal classroom doors remain open throughout the day in most classrooms to enhance cross ventilation across the room.
Pregnant Employees	<ul style="list-style-type: none"> Awaiting further DES guidelines.

All school staff will be consulted on an ongoing basis and feedback is encouraged on any concerns, issues or suggestions. This can be done through the Lead Worker Representatives, who will be supported in line with the current guidelines.



Liam Ashe,
Chairperson, Board of Management.