

Board Of Management Meeting

PRO Report

Date of Meeting	12-08-2020
Time	7.00p.m. – 11.00p.m.
Minutes taken by	Leo Duggan
Present	Elaine Casey, John Burns, Morgan Lahiffe, Martina McMorrough, Tom Curran, Lorraine McCarthy, Leo Duggan, Isla O'Dowd
Apologies	N/A

- 1.) Welcome from John & Elaine. Socially distanced meeting in the Halla.
- 2.) Minutes of previous Meeting
- 3.) Matters Arising N/A

Reports

Treasurer/Financial Report.....Martina

The following were presented.....copy on file...referring to:

- **Treasurer / Financial Report...Martina**
- 29-07-2020... Financial Guideline P21 – Financial Supports for the Full Return to School
- 30-07-2020...Additional Cleaning Grant
- 30-07-2020... DOES Remittance Advice 16632 14830U (Minor Works)
- 31-07-2020... DOES Remittance Advice 16632 14830U (Minor Works)
- 04-08-2020...DOES Remittance Advice 16632 14830U @ 08.39 (Aide/Cleaning Supports)
- 05-08-2020...DOES Remittance Advice 16632 14830U @ 05.17 (Aide/Cleaning Supports)
- 07-08-2020...Guidance for Primary and Special Schools on PPE, Consumables and Equipment

Decisions/Information

Details of Department grants to assist with the re-opening of our school were presented by Martina

- **Financial Guideline P21: Financial Supports for the full return to school.** Current minor works grant received is €12,900. Extra grant is now additional €12,900 to support Cov-19 efforts.
- **Additional Cleaning grant.** School can take on additional person to help with cleaning and getting school ready for return during Cov-19 (ie. Signage, organizing hand sanitizers, moving furniture, etc). This person is an aid to the LWR and can work for 5 days a week.. This grant has been paid.
- **Additional cleaning support grant;** €63 per head per student, €77 per head for special needs student. Total €24,780. 1st portion of grant paid.
- **Guidance for Primary & Special Schools on PPE, Consumables & Equipment:** The

Dept has identified 14 companies for schools to buy consumables. Barefield N.S have a local provider we will continue to use who has a track record with Barefield school; this meets the Dept. requirements.

• **Maintenance Officer Report.....Morgan**

- Report...update
- Back to School Safely – Checklist No. 5: Cleaning and Disinfection

Decisions/Information

- *There is an issue with the telephone line in the computer room. Peadar McMahon has spoken to a contractor and they will use new cables, to ensure the phone is back working before the school re-opens.*
- *New divider lines are now in the yard, dividing the ground space into 4 quadrants with corresponding numbers; this is permanent lining to help organize the pupils and control social distancing*
- *Peadar has asked Ennis Iron Works to fix the metal box outside. This will be done before school re-opens.*
- *Hot water may be slower to come through some of the taps. Pupils are to expect a slight delay. Peadar and Morgan are monitoring this. Cold water will also suffice when children are hand-washing.*
- *Morgan and Peadar to do a 2 day walk-around the school prior to re-opening to ensure all is ready.*
- *Back to School checklist signed by Morgan. No issues of note.*
- *Back to School Safely – Checklist No. 5: Cleaning and Disinfecting: presented and approved.*

• **Health & Safety ... Tom**

- **Report...update...COVID-19 update**
- Back to School Safely – Checklist No. 1: Planning and Preparation
- Back to School Safely – Checklist No. 2: Control Measures
- Back to School Safely – Checklist No. 3: Induction / Familiarisation
- Back to School Safely – Checklist No. 4: Dealing with a Suspected Case of COVID 19
- School Policy Risk Assessment

Decisions/Information

- *4 checklists compiled in accordance with HSA guidelines and 1 School Management checklist which is a comprehensive document*
- *Covid Update – Will children be 1m apart – NO, they will be in pods*
- *Checklist No. 1: Planning and Preparation Back to School Safely - presented and approved*
- *Checklist No. 2: Control Measures Back to School Safely - presented and approved*
- *Checklist No. 3: Induction / Familiarisation Back to School Safely - presented and approved*
- *Checklist No. 4: Dealing with a Suspected Case of COVID 19 - Responsibility of the infected person for public transport and wearing a mask - presented and approved*

- **School Premises Officer Report.....Lorraine**
 - COVID-19 Response Plans from various Users of school facilities

Decisions/Information

- *Tae-kwon-do – covid plan submitted and will sanitise before and after*
- *Rugby Tots - (on astro turf) covid plan submitted and will sanitise before and after*
- *After school activity co-ordinators to submit a response plan to the board*
- *After school activities to be held in the halla where possible*
- *School is responsible for the bubble regards to classes*
- *Extracurricular tutor will be responsible for keeping the children in their class bubbles*
- *Co-ordinator to escort children to front door foyer for collection after activity is finished*
- *School to reimburse the 4 weeks of Halla payments paid for Term 2 2019-2020 by some vendors/allow them to use it for against payments for Term 1 2020-2021*

Correspondence:

Correspondence.....John

- Circular 0045/2020: COVID-19: Operational Supports for the Full Return to School.
- 27-07-2020: DES: Roadmap for the Full Return to School
- 27-07-2020: DES: COVID-19: Response Plan
- 27-07-2020: DES: Curriculum Guidance
- 27-07-2020: DES: Supporting Well-being
- 07-08-2020...Circular Letter 0049/2020: Arrangements for Teachers and Special Needs Assistants employed in recognised Primary and Post primary Schools
- 07-08-2020...Guidance for Primary Schools and Special Schools on PPE, Consumables and Equipment
- 07-08-2020...Maintaining Physical Distance in the Classroom....Checklist
- 11-08-2020...Letter from Minister Foley T.D. to Principals

Decisions / Information

- *Circular 0049/2020: Outlines staff members that may be in the very high or high categories and what the responses and guidelines are*
- *Teachers to reconfigure classes into pods and implement checklist – maintaining physical distance in the classroom*
- *Teachers to speak to previous class teachers with regards to seating arrangements for pods*

General Correspondence

John presented the following:

- Communication Information Statement for COVID-19 Barefield N.S. Response Plan...to approve...please have read in advance of meeting.
- Pre-return to work Questionnaires
- Lead Worker Representative(s)
- School risk Assessment

- Contact Tracing Log
- Back to School Safely – Checklist No. 6: Informing Staff Members

Decisions

- *John presented the ‘Communication Information Statement for COVID-19 Barefield N.S. Response Plan’ for the re-opening of our school on Thursday, August 27th. Board read through this document in detail and it was approved. Board expressed appreciation for the excellent work and consultation undertaken.*

6.) Sanctioning of Nubia as an additional cleaner

- Sanctioned by the board

7.) Date/Time of Next B.O.M Wednesday 7th Oct @7pm