**Our Lady of Victories Girls’ School,**

**Ballymun Road, Dublin 9. Roll No: 18911R**

**Principal:** Lorna Greene **Telephone:** 018379833/ 0861805158

**www.olvgns.ie** **Email:** office@olvgns.ie

10th March 2021

Dear Parents,

As you know a plan has been put in place by the Department of Education for our 3rd-6th class pupils to return to school from Monday 15th March 2021.

I encourage you to review our Updated Covid Response Plan, Risk Assessment and latest advice around school ventilation on the school website- <http://www.olvgns.ie/policies.html>. Please also see the attached document for advice from the Department of Education in conjunction with the HSE. The vast majority of queries you may have will be addressed in these documents, however don’t hesitate to get in touch with us if you need further clarification.

**You must fill out a RETURN TO SCHOOL declaration which you will receive via text message from the school on Sunday. This must be completed before the children enter school grounds on Monday morning. You must fill out a seperate form for each child that attends the school.**

Our opening times will remain the same 3rd Class: 8.40am-2.20pm; 4th-6th Classes: 8.45am-2.25pm. We are very much looking forward to seeing the girls back here in the school.

Some points to note:

* Please pack all school books, copies and materials away after use on Friday 12th March.
* Please make sure all school items are returned to the school on Monday morning.
* If you borrowed any school items e.g. iPads, laptops etc, these must be returned on Monday with the chargers.
* If your daughter has misplaced her small 100ml bottle of personal hand sanitiser please replace it.
* If you brought home the book box from the school, please disinfect the box at home on Monday morning, before bringing it back to school.
* We will have a large trolley at the front gate on Monday, so the 3rd class children will not have to carry heavy boxes or bags themselves to the classrooms. 4th-6th should be well able!
* School lunches will be provided every day. If children are bringing in extra lunch, please make sure it is being brought in in a disposable bag. There is no need to place this in the drop box if you have disinfected the disposable bag at home.
* There remains no need for school bags to be coming into school on a daily basis. No homework will be set for the next two weeks.

It is vital we all play our part to keep the school open, so please continue to follow all HSE guidelines about the symptoms of Covid-19, and when to send your child to school or keep them at home.

**Please do not congregate at all near the school entrance before school**. The lollipop people will be in place on the junctions from 8.30am.

At home time, **please do not congregate at all near the school exit**. Again, the lollipop people will be in place on the junctions from 2.15pm.

The girls from 3rd-6th classes should, at this stage, have developed some independence around arrival at and collection from school. **They do not need to be accompanied directly to and from the school gate.** We suggest allowing them to walk across the various junctions with the help of the lollipop people, rather than you accompanying them right up to the gate/or waiting for them on the green area outside the school at collection time. Arrange to meet them across the road at the church/bus stop/library etc. We now have space for over 50 bikes and scooters so let's use them now that the weather is improving.

**If you feel you must drop and collect your child at the school gate, please wear a mask and maintain 2m distance from all other adults around you, including staff members.**

**New hometime protocol:** In order to alleviate congestion and speed up collection times, I will accompany **ALL SISTERS** in the school from the building at 2.15pm, and they will be ready for collection prior to the rest of the school. Please make sure you arrive early if you are collecting sisters and please leave the area immediately afterwards.

**Your child MUST be collected on time. Your daughter should not be collected by another family, as households should not be mixing under the current government guidelines.** Having multiple children gathered from different classes waiting for late parents/guardians cannot continue to occur.

The Board of Management wishes to inform you that issues may arise with our staffing levels over the coming months, due to the number of staff members on sick leave and those who are deemed high-risk by Medmark. The Board of Management will endeavour to seek suitable substitute cover, however please be advised that there is a huge shortage of substitute teachers available in Ireland, and particularly Dublin. The school inspector and Archbishop’s House have been informed of the Board of Management’s concerns. There may come a time when there is no teacher available to teach your daughter’s class, and they may need to remain at home to engage in distance learning. I will be in touch with any classes and children who receive SET support, who may be affected by this issue in the immediate future.

We really can’t wait to see the girls back in the school on Monday. If for any reason your daughter will not return to school on Monday 15th March, please inform the school immediately at either of the phone numbers above or the office email address. If you have any further queries, please don’t hesitate to get in touch.

Please be aware that as the girls have missed so much in-person teaching, OLV Girls’ School will finish at the normal time on Friday 26th March, and not the usual half day for the Easter holidays.

Kind regards,

Lorna Greene

School Principal