



**To: All recognised primary schools**

25 June 2020

### **Guidance on summer provision**

Dear Principal,

On 23 June the Department issued a template “School COVID-19 Response Plan” to schools to support management and staff in the delivery of summer programmes for children with special educational needs and those experiencing educational disadvantage as we continue to operate in line with public health advice to prevent the spread of COVID-19.

Schools are reminded that the COVID-19 Summer Provision Response Plan (as provided by the Department on 23 June) should be completed by each school in advance of school re-opening for summer provision.

This plan template has now been updated in line with public health and the updated version is attached here at Appendix 1. It has been updated with information in respect of hand hygiene, physical distancing, use of PPE and a risk assessment template.

The plan should be made available to staff undertaking the programme as well as parents and pupils involved. The return to work form as provided in the template is for use by staff involved in the summer programme.

To further support the running of summer provision the following information is provided:

#### **Signage**

Schools are required to display signage outlining the signs and symptoms of COVID-19 and to support good hand and respiratory hygiene. The following is a link to the dedicated area of the Health Protection and Surveillance Centre (HPSC) website where there are a number of posters, including those appropriate for primary school pupils, located. Irish versions are also available here.

<https://www.hpsc.ie/a-z/respiratory/coronavirus/novelcoronavirus/posters/>

Schools should download the posters and display in prominent areas such as offices, corridors, staffroom area, classrooms and toilets.



## School Buildings

Before re-opening schools are reminded to check the following:

- Does the water system need flushing at outlets following low usage to prevent Legionella disease;
- Has school equipment and mechanical ventilation been checked for signs of deterioration or damage before being used again;
- Have bin collections and other essential services resumed.

The Department recognises that in making arrangements for more regular and thorough cleaning of areas in line with the COVID-19 Summer Provision Response Plan that additional cleaning costs will occur. Schools should make the necessary arrangements for additional cleaning for the Summer Provision and the Department will provide funding for these costs, together with the locally sourced PPE and sanitiser as part of revised funding arrangements. These will be made available to all schools in the autumn.

## Training

The Department is working to provide an online induction training programme for staff for return to schools in autumn 2020. In the interim induction training for Summer Provision is provided as a presentation at Appendix 2. It is also available as a webinar at the following link

<https://www.education.ie/en/Parents/Services/summerprovision/summer-education-programme-2020.html#SchoolBased>

## Home-based provision

The Department wishes to clarify that if the board of management/ETB of a school wish to make the school premises available to one or more tutors for a Home-based Summer Programme, this is permissible. The Government decision of 5 June 2020 included a decision that, in accordance with public health advice, school buildings may reopen on a phased basis from Phase 2 of the Government Plan for reopening of Business & Society. This followed NPHE advice that this will allow the progression of specific programmes and initiatives in relation to children with special educational needs. Guidance to support the home based Summer Provision is attached at **Appendix 3**.

All documents and forms will be updated, as appropriate, in line with health advice, for school re-opening in September.

Your co-operation with the Summer Provision arrangements are appreciated.

Yours faithfully

*Dalton Tattan*  
Assistant Secretary