

An Roinn Oideachais
Department of Education

Ag Tacú le Soláthar Sábháilte Scolaíocht
Supporting the Safe Provision of Schooling

Ainm na scoile / School name	Sacred Heart School
Seoladh na scoile / School address	Westport Co Mayo
Uimhir rolla / Roll number	64710R

Dáta na Cuirte: 13-11-2020

Date of Visit: 13-11-2020



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AREA 1: PLANNING		
1.	The school had a COVID-19 policy in place prior to the reopening of schools for the 2020/21 school year	Yes
1a	<i>The school has a COVID-19 policy in place for the 2020/21 school year</i>	Yes
1b	<i>The policy contains all material contained in Appendix 1 of Department's guidance</i>	Yes
1c	<i>There is evidence that the policy was shared with staff, students and parents</i>	Yes
2	The school has updated their health and safety risk assessment to identify the hazards and outlining the relevant control measures associated with COVID-19	Yes
2a	<i>The school's risk assessment includes COVID-19 as a risk and identifies associated control measures</i>	Yes

AREA 2: APPOINTMENT OF A LEAD WORKER REPRESENTATIVE		
3.	The school has appointed a Lead Worker Representative	Yes
3a	<i>The name of LWR(s) is available</i>	Yes
3b	<i>A discussion with LWR(s) shows that he/she is aware of the role and responsibilities of a LWR as outlined in Appendix 8 of the Department's guidance</i>	Yes
3c	<i>The LWR(s) confirms that he/she has completed the training for LWRs</i>	Yes

AREA 3: PROVISION FOR STAFF TRAINING		
4.	The school has ensured that staff have reviewed the training materials provided by the Department of Education	Yes
4a	<i>The members of school staff that were spoken to during the visit confirm that they have completed relevant training</i>	Yes
5.	All staff have completed the Return to Work (RTW) form	Yes
5a	<i>The principal confirmed that all staff have completed a RTW form</i>	Yes
5b	<i>The members of school staff that were spoken to during the visit confirmed that they completed a RTW form</i>	Yes

AREA 4: CONTROL MEASURES		
6.	The school has procedures in place for dealing with a suspected case of COVID 19 in line with the Department's guidelines	Yes
6a	<i>The school principal and the LWR are aware of the procedures for dealing with a suspected case</i>	Yes
6b	<i>An isolation area is ready</i>	Yes
6c	<i>Contact telephone numbers for parents available</i>	Yes
6d	<i>The school has a supply of PPE available</i>	Yes

7	The school has displayed posters and other signage to prevent introduction and spread of COVID-19	Yes
7a	<i>There is visual evidence of posters and signage throughout the school</i>	Yes
8.	The school has made changes to the school and classroom layout to support physical distancing and to facilitate ongoing cleaning of the school	Yes
8a	<i>There is visual evidence of reconfigured classrooms</i>	Yes
8b	<i>A sanitising station is available at the main entrance to the school</i>	Yes
8c	<i>Sanitising stations are available at regular intervals throughout the school</i>	Yes
8d	<i>In post-primary schools, teachers, staff and students wear face coverings in line with current DE guidance/requirements</i>	Yes
8e	<i>The school has measures in place to decrease interaction and increase physical distancing outside of classrooms</i>	Yes
8f	<i>Arrangements are in place to facilitate physical distancing in the staff room</i>	Yes
9	The school has made necessary arrangements to limit access to the school to necessary visitors and maintain records of contacts to the school	Yes
9a	<i>A contact log is maintained for visitors</i>	Yes
10	The school principal confirmed that enhanced cleaning arrangements that reflect the Department's guidance are in place	Yes

CHILD PROTECTION DATA

1.	The name of the DLP and the child safeguarding statement are prominently displayed near the main door of the school / in the reception area	Yes
2.	The school's child safeguarding statement has been ratified by the board and includes an annual review and a risk assessment	Yes
3.	All teachers visited reported that they have read the school's child safeguarding statement and that they are aware of their responsibilities as a mandated person	Yes

Additional Visit Details

RÉIMSE 1: PLEANÁIL

1.	Bhí beartas COVID-19 ag an scoil sular athosclaíodh scoileanna don scoilbhliain 2020/21	Tá
1a	<i>Tá polasaí COVID-19 ag an scoil don scoilbhliain 2020/21</i>	Tá
1b	<i>Tá an polasaí de réir Aguisín 1 de Threoir na Roinne</i>	Tá
1c	<i>Tá fianaise ann go ndearnadh an polasaí a chomhroinnt le baill foirne, le daltaí agus le thuismitheoirí</i>	Tá
2	Rinne an scoil a measúnú riosca sláinte agus sábháilteachta a nuashonrú chun na rioscaí a aithint agus chun na bearta rialaithe ábhartha a bhaineann le COVID-19 a leagan amach	Tá
2a	<i>Cuirtear Covid-19 san áireamh i measúnú riosca na scoile agus luaitear ann na beartais smachtaithe chun freastal air sin.</i>	Tá

RÉIMSE 2: CEAPACHÁN PRÍOMHIONADAÍ OIBRITHE

3.	Tá Príomhionadaí Oibríthe ceaptha ag an scoil	Tá
3a	<i>Tá ainm an PIO ar fáil</i>	Tá
3b	<i>Is léir ón bplé leis an PIO go bhfuil sé/sí eolach ar na ról agus na freagrachtaí atá ar an PIO de réir Aguisín 8 de Threoir na Roinne.</i>	Tá
3c	<i>Deimhníonn an PIO go bhfuil an oiliúint le haghaidh PIOanna déanta aige/aici</i>	Tá

RÉIMSE 3: SOLÁTHAR LE HAGHAIDH OILIÚINT FOIRNE

4.	Tá sé deimhnithe ag an scoil go ndearna an fhoireann athbhreithniú ar na hábhair oiliúna a chuir an Roinn Oideachais ar fáil	Tá
4a	<i>Tá sé deimhnithe ag na baill foirne scoile ar labhraíodh leo le linn na cuairte go bhfuil oiliúint ábhartha curtha i gcrích acu</i>	Tá
5.	Tá an Fhoirm um Fhilleadh ar Obair (FFO) comhlánaithe ag gach ball foirne	Tá
5a	<i>Dhearbhaigh an príomhoide go bhfuil foirm FFO comhlánaithe ag gach ball den fhoireann.</i>	Tá
5b	<i>Dhearbhaigh na baill foirne ar labhraíodh leo le linn na cuairte go raibh an fhoirm FFO comhlánaithe acu.</i>	Tá

RÉIMSE 4: BEARTA RIALAITHE

6.	Tá nósanna imeachta i bhfeidhm ag an scoil chun déileáil le cás amhrasta de COVID 19 de réir threoirlínte na Roinne	Tá
6a	<i>Tá príomhoide na scoile agus an PIO ar an eolas faoi na nósanna imeachta chun déileáil le cás amhrasta</i>	Tá
6b	<i>Tá limistéar aonraithe réidh</i>	Tá
6c	<i>Tá uimhreacha gutháin do thuismitheoirí ar fáil</i>	Tá

6d	Tá soláthar TCP ar fáil ag an scoil	Tá
7	Tá póstaer agus comharthaíocht eile curtha ar taispeáint ag an scoil chun tabhairt isteach agus leathadh COVID-19 a chosc	Tá
7a	Tá póstaer agus comharthaíocht eile curtha ar taispeáint ag an scoil chun tabhairt isteach agus leathadh COVID-19 a chosc	Tá
8.	Tá na hathruithe a bhfuil gá leo déanta ag an scoil ar leagan amach na scoile nó an tseomra ranga de réir mar is gá chun tacú le seomraí ranga a athdhearadh chun tacú le scaradh fisiceach agus chun glanadh leanúnach na scoile a éascú.	Tá
8a	Ta fianaise físe ann go ndearnadh leagan amach seomra/seomraí ranga a athchumrú	Tá
8b	Tá stáisiún sláintíochta ar fáil ag príomhbhealach isteach chun na scoile	Tá
8c	Tá stáisiún sláintíochta ar fáil go rialta ar fud na scoile	Tá
8d	Sna hiar-bhunscoileanna, caitheann múinteoirí, baill foirne agus scoláirí clúdaigh aghaidhe de réir threoirlínte/riachtanas an R.O.	Tá
8e	Tá socrúithe i bhfeidhm ag an scoil chun idirghníomhú a laghdú agus scaradh fisiciúil a mhéadú lasmuigh de na seomraí ranga.	Tá
8f	Tá socrúithe i bhfeidhm chun scaradh fisiciúil a mhéadú sa seomra foirne	Tá
9	Tá na socrúithe riachtanacha déanta ag an scoil chun rochtain ar an scoil a theorannú do chuartheoirí riachtanacha agus chun taifid ar theagmhálacha leis an scoil a choinneáil	Tá
9a	Coinnítear cuntas teagmhála do chuartheoirí	Tá
10	Tá sé deimhnithe ag príomhoide na scoile go bhfuil socrúithe glantacháin fheabhsaithe de réir threoir na Roinne i bhfeidhm	Tá

NÓSANNA IMEACHTA MAIDIR LE COSAINT LEANAÍ

1.	Tá ainm an teagmhálaí ainmnithe agus an ráiteas slánchumhdaithe leanaí ar taispeáint go feiceálach gar do phríomhdhoras na scoile / sa limistéar fáiltithe.	Tá
2.	Tá ráiteas slánchumhdaithe leanaí na scoile faofa ag an mbord agus áirítear ann athbhreithniú bliantúil agus measúnú riosca.	Tá
3.	Tá sé dearbhaithe ag gach múinteoir ar tugadh cuairt orthu go bhfuil ráiteas slánchumhdaithe leanaí na scoile léite acu agus go bhfuil siad eolach ar a bhfreagrachtaí mar dhuine faoi shainordú.	Tá