

Gorey Community School Adult Education

Covid-19 Guidelines Autumn 2020

1. Gorey CS will be following all guidelines as advised by NPHE and as advised by the Health Protection Centre, the HSE and the Department of Education.
2. On each night of class a designated Covid 19 officer will be present. This person will ensure all necessary hygiene and other guidelines are adhered to in relation to Covid 19.
3. **Reduced Class Time:** the duration for nearly all classes will be 120 minutes. Times indicated on our brochure or website are the earliest starting and latest finishing times.
4. **Course Duration:** 10 weeks for most courses.
5. **Blended Classes:** While most classes will begin face to face some elements of some classes may be delivered via Zoom or MS Teams. All certified courses will have some of their content delivered remotely and will be prepared to go completely online should the necessity arise.
6. **Reduced Class Sizes:** A maximum number of 12 students will be permitted in a standard classroom. Where two metre social distancing is not possible face coverings will be required to be worn by all participants and the tutor.
7. **Information / Enrolment Night:** This event will not take place this year. We will have an enhanced telephone service this year to answer queries and provide information. All registrations should be made online using Easy Payments Plus or by Phone.
8. **Hand Hygiene & Sanitisation:** Hand sanitisation stations will be available throughout the school and in each classroom. We request that adults bring their own supply of hygiene products including hand sanitisation for your own personal use. All classrooms and facilities used during adult education classes will be sanitised before and after class.
9. **Face Coverings:** for personal use are mandatory when in the school building. They should also be worn in class where two metre distancing is not possible.
10. **Class Start Times:** There are separate start times: 7.00pm/7.15pm/7.30pm to reduce congestion at the school entrances. Each course will have its own dedicated start time.
11. **Designated Entrance:** Each class will have a designated entrance to the school to reduce congestion at entry and exit times.
12. **Underlying Health Conditions:** Anybody with a serious underlying health issue should not attend the school for classes.
13. **Symptoms of Covid 19:** Any adult student or staff member who is ill or displaying symptoms of Covid-19 should not attend the school for classes.
14. **Canteen:** The school canteen will be closed at night this term.
15. **Attendance Records:** Class tutors will maintain attendance records for all participants in their class.
16. **Travel Abroad:** Adults should not attend the school for classes for a period of 14 days after returning from foreign travel.
17. **Confirmed Case Contact:** Adults SHOULD NOT attend the school for classes if they have been in contact with a person who has been confirmed as having Covid-19. A period of 14 days after being in contact with the confirmed case must have elapsed before re-attending class.
18. **Government Guidelines:** Classes may have to be postponed or cancelled if the Government so advises in the event of a major resurgence of Covid-19. Should this happen classes will be completed through an online platform or a partial refund may be given where a class cannot be completed online.