



DIOCESE OF FORT WORTH

MEMORANDUM

To: Priests, Deacons, Parish Staff, Catholic Center
From: Very Reverend Jonathan Wallis, STL *JW*
Date: December 21, 2020
Subject: Guidelines for Parish Gatherings Outside of Mass: Spring Semester 2021

Please find attached the updated “Guidelines for Parish Gatherings Outside of Mass” in place for the Spring Semester 2021.

The guidelines are intended to apply to various types of gatherings and meetings with no changes to current Mass protocols.

Guidelines for Parish Gatherings Outside of Mass Spring Semester 2021

In-person meetings are authorized at parishes according to the following guidelines:

1. Room Capacity: please use the following formula
 - a. Total Square Feet
 - b. Divide by 36
 - c. Sum given is total capacity number
 - d. Room should be arranged to maintain 6 square feet per person
 - e. If persons of the same household are seated closer together, total occupancy is not to exceed the room capacity.

2. Meeting Guidelines
 - a. Room should be sanitized before and after each event
 - b. All participants should:
 - i. Sanitize hands by washing with soap and water (preferred) and/or alcohol-based hand sanitizers;
 - ii. Wear masks at all times;
 - iii. Maintain social distancing.

3. Retreats
 - a. No overnight retreats;
 - b. ACTS and CHRP Retreats are suspended for Spring 2021;
 - c. Day Retreats for adults and Sacramental preparation retreats held at parishes under the meeting guidelines are authorized.

4. Child Care Programs
 - a. Pre-School Programs
 - i. Allowed;
 - ii. Please submit program protocols to Nancy Eder, RN.
 - b. Mother's Day Out Programs: suspended for Spring 2021.
 - c. Parish Nurseries: suspended for Spring 2021.

5. Parish Festivals
 - a. For festivals held during Spring 2021: Please focus on drive-through activities:
 - i. Food delivered to people in cars;
 - ii. No walk-up delivery;
 - iii. Frequent hand-washing and hand sanitizing;
 - iv. All wear masks;
 - v. Maintain social distancing.
 - b. No outdoor gatherings;
 - c. Please submit plans to Nancy Eder, RN.

6. Religious Education
 - a. Religious Education for K-12: Remote for Spring 2021;

- b. Adult Religious Education: All activities follow meeting guidelines;
 - c. Family Catechesis: Remote with in-person parent meetings according to the meeting guidelines.
7. Sacramental Preparation
- a. K-12: In-person and/or remote for Spring 2021;
 - b. Sacramental preparation that involves only adults: Follow meeting guidelines;
 - c. RCIA Adapted for Children: in-person allowed only with parents present with children and following meeting guidelines;
 - d. Sacramental preparation that involves children: in-person allowed only with parents present with children and following meeting guidelines.
8. Youth Groups and Discipleship Groups
- a. Parishes encouraged to use a dedicated space exclusive for the youth, if feasible; space used must accommodate the number of participants and be sanitized after each use;
 - b. Follow guidelines for Room Capacity and Meetings;
 - c. No communal objects are to be used at the gathering (missals/bibles/pens, etc.; handouts may be provided only by the YM leader);
 - d. No food or drink should be provided for the group (students may bring their own bottles but should not share their items with others);
 - e. All Safe Environment guidelines must be followed;
 - f. All Youth Ministry guidelines must be followed à visit <https://fwdioc.org/youth-ministry-guidelines> for more information;
 - g. Youth Groups may meet;
 - h. Discipleship Groups may meet.