

St. Agnes Catholic Parish

Weston, WI

The parish desires to provide in-person faith formation for the 2020-2021 school year. We appreciate the opportunity to help your children grow in a deeper relationship with Jesus Christ and His Church through the Parish Faith Formation Program. It is a great privilege to be able to assist you, the primary teachers of your children, in the ways of faith.

The following are essential Parents' Responsibilities and Parish Responsibilities regarding the Re-Opening of the Faith Formation Program in light of Covid-19

1) Faith Formation

- The formation schedule for children in grade school, middle school and high school will be
Kindergarten once a month
2nd Grade every week
1st, 3rd, 4th and 5th Grade split into 2 classes that alternate in-person every other week, with lessons being taught at home during at home weeks.
6th-10th Grade every week
- At home learning is an option for those students unable to attend in person. Parents will be responsible for teaching all lessons at home. 4 Completion Check-In Dates will occur throughout the year.
- Parents will be provided with Sacramental Preparation Resources to help prepare their child at home.

The Catechetical Leader and Support Team will take into consideration guidance by the local county health department and the Diocese of LaCrosse to insure that the re-opening of the Parish Program goes smoothly. We will be taking every reasonable precaution, with your help, to keep the catechetical environment safe and healthy. We have a plan, including the three aspects of Protective Measures, Hygiene and Cleaning and Policy and Procedures for COVID-19 Exposure and Positive Tests, that will be implemented effectively by parish staff, catechists, and parents.

2) Protective Measures

Parents' Responsibilities:

- Screen your children by taking their temperature and ask health related questions (do they feel well) before going to the Faith Formation Program.
- Speak with your children about the need to social distance.
- Keep a child, who does not feel well, at home. Symptoms of being ill include fever, stomach ailments, sore throat, a bad cough, difficulty breathing, headaches, etc.
- Provide a mask for yourself and your children. Unless a documented medical excuse from a medical professional is given, all adults and students five-years old and above are required to wear masks.
- Notify the Catechetical Leader if your family has visited a location of high risk.
- Students are invited to bring water bottles as the drinking fountain will be unavailable.
- Parents for students in grades K-5 will accompany their child(ren) for the first 10 minutes in church at the beginning of class to ensure social distancing.
- Parents with students in Grades 6-9 will explain to their child(ren) what is expected of them, as far as how to social distance when in church. All students will sit on the ends of the pews until full. Any additional students will sit in the middle of the longest pews.

Parish Responsibilities:

- During Faith Formation, if a student appears to have an illness, the parish will help the student and proceed with a standard medical response like taking the student's temperature and isolate him/her. Sick students who have a temperature over 100.4 will be isolated from other students until a parent or guardian arrives to take them home.
- Remind catechists and adults who do not feel well to stay home.
- Provide masks for the catechists who don't have them.
- Provide adequate signage to remind anyone with fever or flu-like symptoms not to enter the building and to help encourage proper hygiene.
- It is important that social distancing be practiced by adults and should be encouraged among students. The recommendation is that this does not become a rule with consequences. The current recommended standard for social distancing is 6 feet apart.
- Procedures are in place to limit the amount of students passing in a hallway through a plan for drop off and pick up.
 - a. Students will be dismissed from church into the classrooms staggered.
 - b. Students in the back hallway will be asked to exit through the door at the end of the hall.
 - c. Students in Room 2 and the main hall will exit through the main back doors.
 - d. All students will be dropped off at the main church doors and will exit through the circle drive doors.
- Students will not share books, materials, equipment etc.
- The lay-out of classrooms and spacing of desks will be set up to maximize social distance.
- The Parish will ensure that ventilation systems operate properly and increase the circulation of outdoor air as much as possible.
- There will be no sharing of food. Only pre-wrapped packages will be allowed.

- Visitors to the Faith Formation Program will be limited to essential reasons only.
- The parish will make this document accessible to the parish community (via websites, social media outlets, etc.). The document will be reviewed regularly and **updated** as local ordinances are adjusted.

3) Hygiene & Cleaning

Parents are to review and practice the following with their children:

- Washing hands often with soap and water for twenty or more seconds
- Sanitizing hands when soap and water are unavailable.
- Keeping hands away from one's face - not touching one's face
- When sneezing or coughing, to sneeze or cough into a tissue or an elbow
- Reviewing how to properly put on and wear a mask.

Parish Responsibilities include:

- All adults will wash their hands before entering the classroom / gathering area. Hands should be scrubbed with soap for twenty or more seconds.
- Hand sanitizers and wipes will be readily available. If a student, catechist, or aide leaves a classroom, he or she should sanitize his or her hands when re-entering the classroom.
- Public areas of the building, where people gather and illnesses could more easily be spread, will be cleaned before the Program begins.
- The building will be deep-cleaned often.
- Catechetical leaders and catechists will try to limit physical contact with students. (no handshakes, high fives, fist bumps, etc.).
- After blowing their noses, students should discard the used tissue and wash or sanitize their hands. Adults will model this practice.
- Catechists will supervise students as they use a sanitizing wipe to disinfect their chair and table space at the end of their session.

4) Policy & Procedures for COVID-19 Exposure & Positive Tests

Parents' Responsibilities:

- If any of your family is directly exposed to a person who is carrying COVID-19, your family should quarantine for fourteen calendar days (or as recommended by your county health department.)
- Report to the County Health Department if anyone in the family tests positive for COVID-19.
- If any of your family is diagnosed with COVID-19, to return to the Parish Program, your family should receive documented permission from a medical professional (doctor, nurse practitioner, PA, etc.).

Parish Responsibilities:

- The Parish will cooperate with county or municipal health departments if a student or employee is diagnosed with a COVID-19 or another serious illness. Names will be kept confidential.
- To return to the Parish Program, an employee, catechist or volunteer who is diagnosed with COVID-19 should receive documented permission from a medical professional (doctor, nurse practitioner, PA, etc.).
- If a classroom(s)/gathering area is impacted by a student or adult diagnosed with COVID-19, the room should remain unused for three calendar days and be deep cleaned before it can be used again.
- Employees who are (1) ill or experiencing any symptoms of COVID, including, limitation, fever, cough, shortness of breath, and excessive fatigue, (2) have a suspected or diagnosed/confirmed case of COVID, (3) have been exposed to any person with a suspected or diagnosed/confirmed case of COVID, (4) returning from outside the United States, any cruise, or any domestic location that has been identified as a viral hotbed by the local county department of health, or (5) have been exposed to any person returning from outside the United States, any cruise, or any domestic location that has been identified as a viral hotbed by the local county department of health are prohibited from teaching in the parish Faith Formation program for a period of not less than fourteen (14) days from the occurrence of illness or exposure.
- Parish staff will have the contact information for:
 - County health department
 - Local clinics and hospitals
 - Local schools
 - Diocesan offices