

**St. Mary Catholic Church Newport**  
**Religious Education/CCD 2020-2021 School Year**

**COVID-19 Safety Guidelines**

These safety guidelines are developed as an insert and accompaniment to the St. Mary Catholic Church Newport CCD Staff/Parent Guidance and Information for the 2020-2021 School Year. Although there is no guarantee that St. Mary Catholic Church Newport can prevent anyone from falling ill as students attend classes, efforts of prevention, attention and care for one another will help provide an added measure of safety to our Parish. All St. Mary Catholic Church Newport employees, volunteers, students and families must work together to promote safety and health, adhering to the policies and procedures outlined in the COVID-19 Safety Guidelines. These guidelines are based on recommendations from the Centers for Disease Control and Prevention (CDC) and the Archdiocese of Washington, DC.

**Parent Responsibilities Before Child Attends CCD Classes:**

- Check your child for any signs of illness before leaving the home.
- Keep your child at home if they show any signs of not feeling well – coughing, wheezing, runny nose, fever, aches, etc.
- Anyone with signs of illness (fever of 100.4°F or higher, cough, shortness of breath, difficulty breathing, runny nose, sore throat, chills, fatigue, head or body aches, suspicious rash, nausea, vomiting, diarrhea, loss of taste/smell, etc.) will need to remain at home until symptom free without medication for 48-hours.
- Review with your child the general protocols for health and safety (physical distancing, proper wearing of a mask, washing hands, avoiding the sharing of personal items and food, etc.)
- These same responsibilities are also required of St. Mary's CCD teachers and staff.

**Drop-off Procedures:**

- Students are to be dropped off at the side entrance to the St. Francis Hall. This is the main entrance point for all students before proceeding to classes.
- Catechists will meet students in the Hall building and keep all students socially distanced as classmates to arrive to class. Students should proceed to the classrooms, keeping proper social distance at all times.
- Students (and parents of younger children) are reminded to practice social distancing prior to entering the St. Francis Hall building area.

**Safety Procedures on St. Mary Catholic Church Newport CCD Classrooms/Office:**

- Mandatory proper use of face masks by all persons, at all times, while on all Parish grounds.
- Care is to be taken not to touch the mask while being worn.
- Exercise social distancing: Maintain six feet of physical distance between non-household participants.
- Wash hands/sanitize hands upon entering classroom and as needed during the class period. Hand soap is provided in the bathrooms. Hand sanitizer will also be made available in all CCD classrooms and in the hallway outside of the classrooms.

- Students are to use their assigned classroom items (pencils, markers, books, etc.) and refrain from sharing those items with others. These items are kept in plastic bags at each student's desk.
- Anyone who becomes ill during a session will wait away from others in a designated, supervised area in the CCD Office. Parents will be notified and asked to pick him/her up within 30- minutes of onset of illness.
- The CCD Office will limit all nonessential visitors, volunteers, and activities involving external groups and organizations. Essential visitors to the CCD program must check in at the CCD Office and abide by COVID-19 safety protocols.
- A regular cleaning schedule of frequently touched surfaces (door handles, sink handles, light switches, etc.) will be the norm.

**Pick-up Procedures:**

- Students are to be picked up at the side entrance of the St. Francis Hall at the end of the CCD class session (11:00 am).
- To ensure proper social distancing, students will be escorted by their classroom teacher to the pick-up area. Students should avoid congregating with others after class.
- Students and families are to practice social distancing at all times and avoid gathering in large groups on Church grounds to help minimize the spread of an infectious disease. General COVID-19 Safety Guidelines.
- If a person comes in close contact with an individual (i.e., household member, friend, etc.) who tested positive for COVID-19, he/she is to quarantine for 14 days per CDC guidelines. The CDC defines "close contact" as being within 6 feet for more than 15 minutes.
- Should a student or volunteer of St. Mary Catholic Church Newport CCD test positive for the COVID-19 virus, or have come in close contact with a known COVID infected person, the CCD Office should be contacted immediately, so proper precautions and sharing of information can be taken.

As we move forward in this CCD school year, St. Mary Catholic Church Newport will continue to review the above Safety Guidelines. Appropriate changes may occur at any time. We will continue to closely monitor the current situation and recommendations from government health authorities as well as the Archdiocese. As changes are made, all involved will be notified by email.

12/10/2020