



## **New Procedures Related to COVID-19**

*Please understand updates and changes to these procedures may happen prior to the start of the Children's Faith Formation School year based on updates received from the health department or changes to the CDC guidelines.*

### **In order to ensure the safety of our students and staff, we share these norms:**

All members of the Our Lady of the Presentation community and visitors to campus:

- Will wear masks, wash hands regularly and follow physical distancing norms.
- Will take responsibility for maintaining a healthy environment.
- Will treat others as people worthy of respect and deserving of a safe environment.
- Will follow self-screening guidelines for symptoms of illness and refrain from coming to Children's Faith Formation as indicated.
- Will comply with self-quarantine guidelines after potential exposure to Covid-19 or travel according to CDC guidelines.

### **Family Responsibilities**

We all play a role as we navigate our new circumstances. Parents are expected to:

1. Sign and return the **Waiver of Liability Relating to COVID-19**,
2. Monitor your child's health each day prior to their participation in programs, including taking your child's temperature and keeping your child at home if they meet any of the following conditions
  - a. Exhibits a fever or two or more symptoms of COVID-19
  - b. Tested positive for COVID-19.
  - c. Recently has had close contact with someone with COVID-19.
  - d. Has recently traveled outside the US or to a high-risk area as defined by the CDC.
3. Notify the director, Jo Engert, if your child exhibits any COVID-19 risk factors listed above.
4. Educate and encourage your child to comply with physical distancing of six-foot requirements and use masks and other protective equipment to promote the health and well-being of your child and others.
5. Develop plans to support your family if your family needs to remain home or in case the health risk rises to the level that will require all students to remain at home.

### **Current CFF Requirements/Procedures**

#### **Face Masks/Coverings**

- Anyone entering the building will be required to wear a mask.

- Students will wear face masks before exiting the car, moving through the building, and during class.
- We ask that parents provide masks for their child. The CDC does not differentiate between cloth, disposable, or types of masks, we encourage parents to find one which is suitable and comfortable for their own child.
- Catechists are required to wear a mask. Catechist may wear an approved face shield during instruction time while maintaining a 6 foot distance from students.

### **Temperature Checks**

Temperature checks will be required. Infrared no touch thermometers and staff will be stationed at drop off to conduct these checks.

- Students' temperatures will be taken at drop off. This will be done at the student vehicle.
- Visitors will be limited in the building and no one will be allowed to enter the building without having his/her temperature checked first.

**Class Structure** All classes will stay within their own classroom. They will not intermingle with other students or classrooms. This will also help with contact tracing of the virus should it become necessary.

- Distancing of student desks will be done following the AAP guidelines.
- Classes will meet the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays of the month or the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of the month. This will allow us to have class sizes of 10-12 students.
- The week not in class students will complete an eLearning module that is just 20 minutes in length at home on their own or together as a family.

### **Entering Classrooms**

- Students should enter the classroom in a physically distance manner.
- Students should use hand sanitizer when entering the classroom

### **Learning materials**

- Students will use their own materials during class.
- All necessary materials will be provided.

**Snacks** Snacks while beneficial for community growth could provide an avenue of gathering without a mask. Snack time will not occur during class time.

### **Dismissal**

- Students and staff will wear masks when exiting the building.
- Physical distancing practices will be followed.
- Siblings will be released at the designated time of the youngest sibling.
- Procedures regarding parking at pickup and the delivery of students to their vehicles will be communicated before classes begin.

## **Health Observations**

Children with one or more of the following symptoms or who test positive for COVID-19 will be excluded and asked to refrain from face-to-face ministry activities **until they are symptom free for 72 hours (3 days). Individuals must be symptom free without the use of fever/pain reducers (i.e. Tylenol, Ibuprofen, Naproxen, Aspirin), anti-nausea or diarrheal (i.e. Imodium, Pepto Bismol), or cough/cold medication.**

- Fever at or greater than 100.0
- Runny nose or nasal congestion (not allergy related)
- Cough (continuous and consistent)
- Headache
- Sore Throat (unless diagnosed by a medical provider for strep or other explanation)
- Chills
- Muscle or body aches
- Fatigue
- Shortness of breath or difficulty breathing
- New Loss of Taste or Smell
- Nausea or Vomiting

**Distance Learning** In the event that local, state, or federal authorities require mandated school closure and quarantine, CFF Families will shift to eLearning modules at home.

### **Daily building cleaning, sanitizing, and disinfecting (per CDC guidelines)**

Our Lady of the Presentation is responsible to maintain a clean and safe environment for students. Disinfectant and related supplies are available and easily accessible to staff.

1. Hand sanitizer is made available to all students and staff in each classroom.
2. Teaching and nightly cleaning staff have a schedule for increased routine cleaning and disinfection.
3. Door handles, light switches, and other common touch point areas will be disinfected frequently.
4. Additional deep cleaning will take place when a staff person or child has tested positive for COVID-19 or other communicable disease.