

Guidelines for a Return to Faith Formation 2020-21

Grades 1-10

Formation Opportunities

- Saint John the Baptist Church will provide the opportunity for **in-person** faith formation at the parish for the 2020-2021 school year for **Sacrament Prep Grades 2 and 10**. Previous completion of Grades 1 and 9 is required for Sacrament preparation in 2020-2021. The formation schedule will follow the typical faith formation schedule beginning in September 2020.
- Saint John the Baptist Church will provide an **online/at-home** learning for students in Grades 1, 3, 4, 5, 6, 7, 8 & 9. Once your child is registered for online classes they will be directed to the link to begin online studies. Completion of Grades 1 and 9 is required for Sacrament Preparation the following year.
- Saint John the Baptist Church has a plan in place for complete at-home instruction in the event of another “safer at home” order or similar shutdown.

Protective Measures, Hygiene, Food Safety & Cleaning Policies

- Saint John the Baptist Church will take protective measures to ensure the health and safety of all those involved in faith formation to include hygiene policies and procedures, food safety policies and procedures, as well as cleaning policies and procedures.

Policy & Procedure for COVID-19 Exposure & Positive Tests

- Saint John the Baptist Church is familiar with the diocesan guidelines for responding to COVID-19 exposure and positive tests.

Parents: please read the attached measures and guidelines for in-person faith formation attendance and sign below to acknowledge receipt and compliance of stated measures and guidelines.

Student Name(s): _____

Parent Signature

Date: _____

Protective Measure Guidelines

- *Children's Personal Health Check:* Parents should check the temperature of children daily before they attend any faith formation event. If children have any symptoms of sickness (temperature, cough, runny nose, vomiting or diarrhea), they are not permitted to attend the event on that day. Children should be symptom free without medicine for 24 hours before returning to the parish.
- *Adult Participants/Catechists/Adult Volunteers Health Check:* Catechists, adult participants and volunteers who assist in catechetical programming should take a daily temperature of themselves before attending formation at the parish. If adults have any symptoms of sickness (temperature, cough, runny nose, vomiting, or diarrhea), they are not permitted to attend an event on that day. Adults should be symptom free without medicine for 24 hours before returning to the parish.
- *Attendance:* Please follow the attendance guidelines (number of permitted individuals) proposed by the county in which your parish resides.
- *Social Distancing:* Parish leaders should take time each day to remind participants of proper social distancing. In each space that is used, markings should be placed on the floor and/or seating placed to indicate to participants where to sit/stand with appropriate space between each person (6 feet to the greatest extent possible). This will help them maintain an appropriate distance while attending events. It would be ideal for participants to have assigned seating and remain sitting in the same space when they return to a room to minimize the spread of germs.
- *Masking:* Masking is required at this time (**until September 28**) in the State of Wisconsin according to a statewide mandate issued by Governor Evers for all individuals who are age 5 and up. Those who are unable to wear a face covering for reasons of health, such as difficulty breathing, are exempt from the order, but they should keep socially distant (6 feet to the greatest extent possible) while attending faith formation. The parish/diocese will not provide masks for children/adults/catechists participating in faith formation programs.
- *Signage:* Parishes should post social-distancing, face-masking, and hand-sanitizing signage at appropriate and visible locations. Some counties or jurisdictions may have standard signage, guidance, or even mandates for such signage.
- *Playgrounds:* Children are permitted at this time to use playground equipment. Children should be encouraged to use appropriate social distancing, and hand sanitation should be provided for children after they use playground equipment.
- *Games:* Games that will be played during formation times should have minimal personal contact and respect social-distancing guidelines.
- *Large Group Events:* Large group gatherings should be held only in rare occasions and if county guidelines can be met with space and appropriate social distancing.
- *Classroom/Formation Spaces:* Tables, desks, and frequently touched surfaces should be sanitized at the end of each day after use. Desks and learning spaces should be set up in an arrangement that allows participants to be social distanced at 6 feet apart to the greatest extent possible.
- *Classroom Materials:* Each person should have his or her own supplies to use during formation sessions. Eliminate the sharing of materials to mitigate the passing of germs from one individual to another.
- *Drop-Off & Pick-Up:* Parents may drop off their child for faith formation but cannot stay in the lobby to visit or chat with other adults. Children will be met at the front entrance of the school to go to the Gym and then will be brought outside for dismissal.
- *Mass:* Mass guidelines will follow the Diocese of Madison guidelines for returning to Mass.

Hygiene Guidelines

- *Healthy and Safety:* Each parish should be committed to safeguarding the health and safety of all who enter the building. Therefore, all who attend formation should comply with the parish hygiene policy.
- *Physical Contact:* Parish catechetical leaders, catechists, and volunteers should avoid physical contact with participants and should encourage participants to maintain appropriate social distancing.
- *Hygiene Reminders:* Parish catechetical leaders and catechists should regularly (at the beginning of each event) remind participants of the importance of hygiene policies (e.g., handwashing, not touching faces, and proper sneezing, coughing, and talking in a way that does not spread germs).
- *Sanitizing Stations:* Parishes should make available hand washing/sanitizing stations in frequently used spaces (classrooms, parish hall, school entryways, hallways, bathrooms, etc.) for ease of repeated use.
- *Handwashing:* All individuals should sanitize hands as they enter a classroom, after using the restroom, before and after consuming any food, and after any recess/free times.
- *Sharing Materials:* Participants in formation programs should not share materials but rather bring their own or be assigned materials for their personal use.

Food Safety Guidelines

- *Snacks:* It is preferable that food distributed by the parish for children's snacks, etc., be purchased as pre-packaged food.
- *Food Distribution:* When food is made available at a formation event, there must one adult assigned to distribute food and drinks. Individual serving is not permitted. Those who are assigned to distribute food must be wearing a face covering and gloves.
- *Sharing Food:* Individuals are not permitted to share food or drinks at the parish.
- *Water Fountains:* Individuals are not permitted to use public water fountains.
- *Water Bottles:* Children should bring individual water bottles (labeled by name) or be provided individual cups (labeled by name) to drink water.
- *Sanitation:* Each parish site should sanitize eating tables and chairs after individuals have snacked or eaten meals.

Cleaning Guidelines

- *Commitment to Cleaning:* All parish staff/catechetical leaders and volunteers must be fully committed to safeguarding the health and safety of all individuals by complying with cleaning policies in each parish/facility.
- *Cleaning Instruction:* All catechetical leaders and volunteers should be instructed on the facility cleaning policy.
- *Cleaning Checklist:* Parishes may consider creating a parish cleaning checklist to act as a standard of regular cleaning and maintenance.
- *Collaborative Cleaning:* Parishes who share a space with a Catholic school should work with principals to ensure a mutual and respectful understanding of the cleaning responsibilities.
- *Cleaning Reminders:* Facilities may consider posting a cleaning checklist to act as a reminder of daily cleaning duties expected prior to and following formation sessions.
 - *Cleaning Basics:* Regular cleaning may include (but is not limited to):
 - Using proper disinfecting solutions.
 - Wiping down frequently touched surfaces before and after every session (desks, chairs, tables, door handles, etc.).
 - Cleaning restrooms after formation sessions.