

# **Saint Frances Cabrini Parish Religious Education Program**

## **Plan for Religious Instruction during the 2020-2021 School Year**

With the health, well-being and safety of our PREP students, catechists, aides, security team, office staff, and their families as our primary concern, the following plan has been developed for Religious Instruction during the 2020-2021 school year.

### **I. Classroom Instruction**

Traditional, weekly classroom lessons are the primary method of instruction within our Parish Religious Education Program. Group discussion and activities, offered on a consistent, regular schedule, greatly enhance the learning experience for all students, particularly for students who require additional attention and/or alternative means of instruction. For this reason, the first option for our Parish Religious Education Program is classroom instruction. Barring a major surge of COVID-19 necessitating a return to the Red Phase where we are mandated to close our buildings, all efforts are being directed to a safe return to classroom instruction for Fall 2020. The following procedures will be in place to ensure the health and safety of our PREP Community. These procedures are based on the guidelines from the Center for Disease Control, the Pennsylvania State Department of Health, Pennsbury School District, Bristol Township School District and the Archdiocese of Philadelphia.

#### **A. Preparing the Building**

1. Desks will be spaced 6 feet apart in all directions.
2. Desks all face in the same direction.
3. All non-essential furniture and previously shared materials have been removed from the classrooms.
4. The classrooms, hallway, restrooms and office will be sanitized before and after every session.
5. Signage in classrooms, hallway and restrooms remind everyone to practice social distancing and proper hygiene.
6. Open windows and the use of fans will ensure proper ventilation.

#### **B. Monitoring Health Prior to Attending PREP**

1. Parents have the greatest information and intuition regarding the health of their children. Parents will be responsible for taking their child's temperature prior to PREP.
2. Each week, parents will be responsible for determining whether or not their children should attend their evening PREP session. A student may not attend PREP if he/she is:
  - Running a temperature over 100 degrees
  - Experiencing symptoms of chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea.
3. Catechists, aides, security team, and office staff have an equal responsibility to monitor their own temperature and their own overall health in order to determine whether or not to attend each session.

### **C. Arrival Procedures**

1. In addition to the procedures outlined in the PREP Handbook, the following additional steps will be observed.
  - Parents, or adults authorized to drop off students, will enter the building through the usual doorway. All hallway traffic during arrival time will flow in one direction from the main doorway, down the hall, into the gym and exit through the gym back to the main parking lot.
  - Everyone entering the building will be required to wear a mask. Masks must be worn by everyone, including students, at all times. There are limited exceptions.

### **D. Movement of Individuals and Groups**

1. Movement in the hallway during class will be limited. Use of the restrooms will be restricted to cases of emergency or medical need.
2. Whenever anyone leaves a classroom, they will be required to wear a face mask.
3. Movement from the classroom to the church will take place one classroom at a time. The class will form a line and maintain correct social distancing. Face masks will be worn as the line is formed, as the class processes to the church and until each person is seated in the church. Once seated in the church, it is recommended that everyone continue to wear their face mask.

### **E. Group Activities within the Classroom**

1. Catechists and aides will be required to wear face shields as they provide instruction from a safe distance at the front of the classroom. Catechists and aides will be required to wear face masks as they move around the classroom, interacting with students at smaller distances.
2. Sharing of materials such as crayons, markers, and glue sticks will be prohibited. Parents will be given a list of school supplies that their children should bring with them each week.
3. Students will be required to use a school bag for materials and textbooks that travel to and from home. The bag must be clearly identified with the child's name.
4. Space will be designated in each room for students' bags and personal items. This space will allow for proper distancing so that personal items will be isolated from contact by other students.
5. All students will sit in assigned seats.
6. All movement within the classroom and all learning activities will be planned and executed within the context of safe social distancing and sanitizing practices.
7. Students will be required to wear face masks when engaged in classroom activities that require them to be out of their desk.
8. Students will be reminded to sanitize their hands after each classroom activity. While a limited supply of hand sanitizer will be available, each student is requested to have their own small bottle of hand sanitizer.

## **F. Dismissal Procedures**

1. The main doors will remain closed and locked at all times.
  - Security will be at the doors at all times to admit parents in the case of an emergency or for necessary early dismissals.
2. Parents, or adults authorized to pick up students, will wait in or near their car in the parking lot.
3. Older siblings will go to the door of their youngest sibling's classroom and wait in the hallway until they are dismissed with them.
4. Children will exit the building directly to the parking lot from the classrooms on the parking lot side. Parents will be respectfully asked to wait in or by their car until they see their child's class coming out. Students will exit the building one class at a time.
5. Dismissal for the following groups will take place in the following order from the Level 4 Classroom:
  - Level 4 (and any older siblings of the Level 4 students).
  - Kindergarten (and any older siblings of the Kindergarten students).
  - Level 1 (and any older siblings of the Level 1 students).
  - Level 2 (and any older siblings of the Level 2 students).
  - Level 3 (and any older siblings of the Level 3 students).
6. The following groups will dismiss directly from their classroom:
  - Level 5 (and any older siblings of the Level 5 students).
  - On Monday nights, the Kids of God Group.
  - Level 6.
7. Dismissal procedures for SPRED will be unchanged. Parents will pick up the students from the SPRED classroom at 7:15 PM.
8. As the children exit the building, and a parent or authorized adult sees their child's class, only then should the parent or designated pick-up person approach the building to meet the children and escort them to their car.
9. The security team will provide directions for safe traffic flow. Parents and children will be expected to follow the directions of the security team.
10. Parents and children will need to exercise extreme caution and pay particular attention to the directions of the security team as they walk across the parking lot and as they exit the lot in their cars.

**The changes to the dismissal routine have been put in place to prevent people from gathering and passing each other in the hallway. They are intended for the safety and well-being of the children and their families. Parents are expected to model safe social distancing for their children and to refrain from congregating in the parking lot. We appreciate your cooperation and patience in this matter.**

## **G. Notification of Suspected and Confirmed COVID-19 Cases**

1. Space in the PREP Office will be set aside as a potential isolation room if a suspected case of COVID-19 is identified during a PREP session.
2. If a student exhibits potential signs of COVID-19 during a PREP session, they will be sent to the isolation room.
  - Parents will be notified to immediately pick-up their child.
  - The child can return after the following conditions have been met:
    - they have been fever free for 3 days, **and**
    - symptoms improved, **and**
    - 10 days have passed since the symptoms first appeared, **or**
    - if cleared by a medical professional.
3. Catechists, aides, security team and office staff who might have been exposed to COVID-19 or who suspect they might be infected with the virus should refrain from attending PREP.
  - A person can return after the following conditions have been met:
    - they have been fever free for 3 days, **and**
    - symptoms improved, **and**
    - 10 days have passed since the symptoms first appeared, **or**
    - if cleared by a medical professional.
4. The PREP Community will be notified of any confirmed cases of COVID-19. The name or identifying information of the person will not be disclosed.

## **II. In-Home Faith Formation**

### **A. Parish Responsibilities**

1. The Parish will provide a student workbook to every child enrolled in the Parish Religious Education Program.
2. The Parish will provide online lesson plans, study guides, and assessment tools.
3. Paper packets will also be provided, upon request, for families that are unable to access the online resources.
4. The Director of Religious Education and the Catechists will use email and Class Dojo to communicate class goals and objectives, the links for bi-weekly Zoom Sessions, and important information regarding Prayer Services and other events.

### **B. Family Responsibilities**

1. Parents will read communications from the Director of Religious Education and the Catechists and respond as appropriate.
2. **Parents will access and make use of the online resources to provide weekly instruction for their children.**
3. While working with their children, parents will use email and Class Dojo to seek assistance or clarification from the Catechist as needed.
4. **Parents and their children will participate in bi-weekly Zoom Sessions with the Catechists to review class goals and objectives, assess progress and to address any questions or concerns.**