



## **Faith Formation Re-entry Plan**

*\*Disclaimer: Any information appearing in this document regarding COVID-19 is subject to change. The information contained in this document is current as of 6/24/2020. This document is for general informational purposes only and should not be construed as advice, requirements, or mandates. The information, samples, templates, tips, and techniques provided in this document are intended solely as examples of practices, do not impose, or imply legal or regulatory requirements, and may not apply to all situations based upon circumstances. This document does not substitute for any law, or regulations, CDC or other public health messages or guidance.*

Per the Governor's directive, CDC guidelines, and in coordination with local public health departments who are authorized to announce the process for recovery, Holy Spirit is working with authority of the Bishop McCrory to reopen the parish for non-liturgical gatherings. The information provided can be followed for faith formation and parish ministries.

As we approach the opening of our buildings and welcoming parishioners back, we encourage everyone continue to take safety precautions to ensure the health of the greater community.

We have created three plans for Faith Formation this fall. New this year we will be adding textbooks to our resources. I have spent many hours researching texts to find an appropriate textbook to use in our program. We will be using Christ in Us from Sadlier Publications. The topic of each chapter is the same for each grade level. This will be helpful for our families as they can work on it together, but each child's text will be at their level. Each printed textbook comes with a digital platform. Parents will be provided with digital tools and resources to aid their family in learning.

**1) Plan A Low to no Spread: Full capacity and full operations.**

**2) Plan B Minimal or Moderate Spread: Limiting the number of persons present in the parish building.**

**3) Plan C Substantial Spread: Remote learning provided for all students.**

**In all phases** all staff are encouraged to monitor for re-emergence of COVID-19 symptoms and with the Diocese in contact with the local health department for continued updates on community re-emergence indicators. We will be providing asynchronous (at home at own time) and synchronous (at parish or at home online) types of learning through all phases.

**Plan A: Full capacity and full operations but with continued vigilance in health and safety best practices.**

Per the Governor's orders, gatherings at full capacity are allowed. Begin discussions on restructuring and resuming our normal faith formation schedule. All staff are encouraged to continue monitoring for re-emergence of COVID-19 symptoms and be in contact with the local health department for continued updates on community re-emergence indicators. Continue to monitor attendance for increases in absenteeism.

### **Faith Formation**

- Students will be provided with textbooks and a digital platform to go along with the text.
  - Students textbooks are grade specific with all grades focusing on the same topic for each chapter. Parents will be provided with digital tools and resources to aid their family in learning.



- Family Faith Formation and Sacrament Preparation sessions will be provided at the parish.
  - Faith Formation eLearning available for students/families that do not feel safe or comfortable returning or for students who are high risk.
  - Family Faith Formation Sessions will be livestreamed for those unable to attend.
  - Session schedule will our normal schedule issued in June.
  - More than one family will be assigned to each table.
  - Seating will be assigned, and attendance taken.
  - Health protocols for attending in person will be adhered to (Appendix A).
  - Mask wearing will be consistent with state guidelines.
  - Coffee and water stations will be provided.
  - Snacks will be provided.
  - Supply carts will be utilized.
  - All shared items and areas will be cleaned and disinfected following all gatherings and events.
  - Hand sanitizer will be available

### **Plan B: Limiting the number of persons present in parish building.**

Establish an estimated parish re-opening timeline and share with staff, parents, and Diocese of Gary Director of Catechesis. Gatherings of groups no larger than 250 are recommended with social distancing and the wearing of masks. Accommodations will be made for individuals and families in high risk groups. Synchronous learning will be provided at the parish and online.

### **Faith Formation**

- Students will be provided with textbooks and a digital platform to go along with the text.
  - Students textbooks are grade specific with all grades focusing on the same topic for each chapter. Parents will be provided with digital tools and resources to aid their family in distance learning.
- Family Faith Formation and Sacrament Preparation sessions will be provided at the parish.
  - Session schedule will be adjusted to allow for appropriate social distancing.
    - Sessions will be added to accommodate reduced capacity.
    - Each family will be seated at their own table and socially distanced following the in person gathering directives from the State of Indiana.
    - Tables will be placed 8 ft apart to provide 6ft of social distance.
    - Seating will be assigned, and attendance taken.
  - Faith Formation eLearning available for students/families that do not feel safe or comfortable returning or for students who are high risk.
    - Family Faith Formation Sessions will be livestreamed for those unable to attend.
  - Health protocols for attending in person will be adhered to (Appendix A).
  - Mask wearing will be consistent with state and local guidelines.
  - Only individually wrapped snacks and juice boxes will be provided.
  - Session supplies will be disinfected between sessions and individually bagged for each table.
  - Hand sanitizer will always be provided .
  - If items are shared, they will be cleaned prior to use and immediately after.
  - Shared hydration stations will not be utilized. (coffee pots, water dispensers, water fountains, etc.)
  - All areas will be cleaned and disinfected prior to and following all gatherings and events.
  - Congregating in groups before and after all gatherings will be discouraged.



### **Plan C: Remote learning provided for all students.**

Texts and a digital platform will be provided for asynchronous learning at home and on the student's own time. To continue our Family Faith Formation platform, we will also provide group gatherings online.

#### **Faith Formation**

- Students will be provided with textbooks and a digital platform to go along with the text.
  - Students textbooks are grade specific with all grades focusing on the same topic for each chapter. Parents will be provided with digital tools and resources to aid their family in distance learning.
- Family Faith Formation and Sacrament Preparation sessions will be provided through an online platform at the time of our regularly scheduled session. Attendance will be taken.
  - Online sessions will be recorded for those unable to attend the online session at the time being presented.

### Summary

#### **Instructional Model:**

- August 15, 2020 Opening
  - We will begin with completing our 2019-2020 Sacrament Preparation and scheduling their celebrations.
  - Textbooks will be distributed as soon as they are available.
- Plan A: Normal Schedule
  - Faith Formation eLearning option available for students/families that do not feel safe or comfortable returning or for individuals who are high risk.
- We will only move to Plan B after significant closures and if advised by State of Indiana, local health department or Bishop McCrory.

#### **Screening:**

- Families will screen their families before attending any parish activity
- Fever of 100.4° F or greater (please check this every school day)
  - Cough
  - Shortness of breath or difficulty breathing
  - Chills
  - Repeated shaking with chills
  - Muscle pain
  - Headache
  - Sore throat
  - New loss of taste or smell

Individuals who exhibit one or more of the symptoms of COVID-19 listed below based on CDC Guidance that is not otherwise explained must stay home.

Holy Spirit Catholic Church  
7667 E. 109<sup>th</sup> Ave  
Crown Point, IN 46307



Faith Formation Office  
Rochelle McNamara, Director  
Barb Weadon, Asst. Director

**Reporting:**

Parents must report if there is a positive COVID-19 test in their household to the parish immediately.  
Staff must do the same.

**Masks:**

Masks are worn when social distancing is not possible.  
My mask protects you and your mask protects me.



# Appendix A

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## Health Protocols for Parish Gatherings

All individuals attending parish gatherings during phases 1 and 2 will be screened upon entering.

### **Symptoms Impacting Consideration for Exclusion from in Parish Activities**

- A fever of 100.4° F or greater
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

Person should be excluded from in parish activities if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19 based on CDC guidelines.

### **Return to Parish Activities**

Once a person is excluded from in parish activities, they may return if they satisfy the recommendations of the CDC. Currently those guidelines are:

#### ***Untested***

Persons who have not received a test proving or disproving the presence of COVID-19 but experience symptoms may return if the following four conditions are met:

- They have not had a fever for at least 72 hours (that is three full days of no fever without the use of medicine that reduces fevers); and
- Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
- At least 10 calendar days have passed since your symptoms first appeared.
- The state website has a list of over 200 testing facilities, their location, and hours of operation. This list is updated frequently.



### ***Tested Positive- Symptomatic***

Persons who experienced symptoms and have been tested for COVID-19 may return to school if the following conditions are met:

- The individual no longer has a fever (without the use medicine that reduces fevers); and
- Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
- At least 10 calendar days have passed since symptoms first appeared: or
- The individual has received two negative tests at least 24 hours apart.

### ***Tested Positive- Asymptomatic***

Persons who have not had symptoms but test positive for COVID-19 may return when they have gone 10 calendar days without symptoms following their test and have been released by a healthcare provider. Persons may also return if they are approved to do so in writing by their health care provider.

## **Screening**

The USCCB recommends screening for all persons entering a parish building.

- **Self Screening**  
All persons are required to communicate to us in the event that they are exhibiting symptoms of Covid-19. Individuals exhibiting symptoms are prohibited from attending parish activities. If one member of the family is exhibiting symptoms, the entire family should refrain from attending parish activities.
- **Parish Based Screening**
  - All staff will be watching for symptoms.
  - If warranted, temperature screening will be performed on individuals entering a parish building.

## **Wearing Masks**

Mask-wearing requirements or recommendations will be consistent with state and local guidelines and USCCB directives.

## **Confirmed Case of Covid-19 on Parish Property**

When there is confirmation that a person infected with Covid-19 was on parish property, we will contact the local health department immediately. We will work with the local health department to assess the likelihood of any exposure to individuals in the building, the community, and other factors that will determine building closure.

In the event of an exposure, those who may have had direct contact with the individual will be contacted. The individual who tested positive will not be identified in communications.

If closure is determined, the parish will be notified. If Faith Formation is in session, we will go to Plan C.



### **Preventative Measures**

To prevent the disease from spreading we insist that individuals testing positive, exhibiting symptoms, or who believes they were in contact with an individual with Covid-19, should remain home. If you feel ill in any way, please stay home.

Access to parish building and spaces will be limited.

We will practice social distancing for as long as we are directed.

Handwashing and avoiding touching your face, eyes, nose or mouth are also important steps a person can take to avoid becoming sick or spreading germs.

Water fountains will not be utilized.

Hand sanitizer will be provided.

All spaces will be cleaned and disinfected before and after all parish gatherings.

All equipment and shared items will be cleaned before and after use.

### **Social Distancing**

Social distancing directives from the State of Indiana will be followed.

- Assigned seating will be used when possible.
- Sign In sheets will be utilized for in person meetings to document attendees.
- Accurate records will be kept of individuals attending parish events.
- Tables and chairs will be rearranged to provide for social distancing.