



COVID-19 Preparedness Plan for Faith Formation Programs

Phase 4

If a faith formation program is located in a Phase 4 MERC District, as described in the MI Safe Start Plan, the following will be adhered to by parishes and families:

PERSONAL PROTECTIVE EQUIPMENT

- All parish staff and Catechists will wear facial coverings when in classrooms, unless face coverings cannot be medically tolerated as documented through written and signed verification by a physician.
- All staff and all students in grades pre-kindergarten and up will wear facial coverings when in indoor hallways and common areas, unless face coverings cannot be medically tolerated as documented through written and signed verification by a physician, with parental consent for students.
- Facial coverings are not required in preschool classrooms by children ages 3 and 4.
- All students in grades kindergarten through 5 will not be required to wear facial coverings in their classrooms – all classes must stay together and not group up and assemble with other classes.
- All staff and students in grades 6-12 will wear facial coverings, unless face coverings cannot be medically tolerated as documented through written and signed verification by a physician, with parental consent.
- Facial coverings may be homemade or disposable level one/basic-grade surgical masks.

HYGIENE

- Provide adequate supplies to support healthy hygiene behaviors (including soap, hand sanitizer with at least 60% alcohol for safe use by staff and students, paper towels, tissues, and signs reinforcing proper handwashing techniques).
- Teach and reinforce handwashing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 60% alcohol.
- Educate Catechists, other volunteers, and students on how to cough and sneeze into their elbows, or to cover with a tissue. Used tissues should be thrown in the trash and hands washed immediately using proper hand hygiene techniques.
- Systematically and frequently check and refill soap and hand sanitizers.
- Provide opportunities for handwashing with soap and water by students and teachers.
- Limit sharing of personal items and supplies such as writing utensils.

SPACING, MOVEMENT, AND ACCESS

- Faith Formation Masses may be allowed provided that all AOD Mass guidelines are followed. AOD parishes will not conduct indoor assemblies that bring together students from more than one classroom.
- Families are not to gather for any non-liturgical functions in groups of over 10 people.
- If the parish has a school, the DRE and Principal should coordinate cleaning and signage.
- Space students as far apart as feasible in classrooms, whether desks or tables are utilized.
- Post signage to indicate proper social distancing.
- Place markers at six-foot intervals where line formation is anticipated.
- Provide social distancing markers in waiting and reception areas.
- Post signs on the doors of restrooms to indicate proper social distancing and hand hygiene techniques.
- Restrict entrance to the school/facility to students and staff/catechists only, with the following allowances: Family members or other non-staff adults are **not** allowed in the school building except under extenuating circumstances determined by the DRE. All non-staff adults entering the building must be screened for symptoms using a monitoring form, wear a facial covering, and wash/sanitize hands prior to entering. Strict records, including date and time, should be kept of all non-staff adults entering and exiting the building.

SCREENING STUDENTS AND STAFF

- Cooperate with the local public health department regarding implementing protocols for screening students and staff.
- Identify and designate a quarantine area and a staff person to care for students and staff who develop signs or symptoms of COVID-19 at school/facility.
- Students and staff who become ill with signs or symptoms of COVID-19 will be placed in an identified quarantine area with a facial covering in place, if able, until they can be picked up. Identified person caring for these children/staff will wear a facial covering. The DRE will contact the school administrator immediately if someone comes to the school building with signs or symptoms of COVID-19.
- Symptomatic students and staff sent home from school will stay home until they have tested negative or have completely recovered according to CDC guidelines.
- Parish Staff will conduct self-examinations, including a temperature check, prior to coming to work. If they exhibit any new or unusual symptoms as reported on the COVID-19 monitoring form, they will stay home.

TESTING PROTOCOLS FOR STUDENTS AND STAFF AND RESPONDING TO POSITIVE CASES

- Cooperate with the local public health department regarding implementing protocols for screening students and staff.
- Symptomatic students and staff will be kept home until they have tested negative for COVID-19 or have been released from isolation according to CDC guidelines.
- Families will be notified of the presence of any laboratory positive or clinically diagnosed cases of COVID-19 in the classroom and/or school to encourage closer observation for any symptoms at home.

RESPONDING TO POSITIVE TESTS AMONG STAFF AND STUDENTS

- Cooperate with the local public health department if a confirmed case of COVID-19 is identified, and in particular, collect the contact information for any close contacts of the affected individual from two days before he or she showed symptoms to the time when he or she was last present at faith formation. The Local Health Department will initiate contact tracing, following regular public health practice.
- Notify local health officials, staff, families, and students immediately of any possible case of COVID-19 while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.