

COVID-19 PREPAREDNESS GUIDANCE: A PATH FOR STUDENTS' RETURN TO SCHOOL

APOSTLES PETER AND PAUL AREA FAITH COMMUNITY YOUTH FAITH FORMATION PLAN

FALL 2020

"Everything has suddenly changed. What we previously took for granted seems to be uncertain: the way we relate with others at work, how we manage our emotions, study, recreation, prayer, even the possibility of attending Mass..."

Pope Francis
Strong in the Face of Tribulation:
A Sure Support in Time of Trial

DISCLAIMER: As a result of the COVID-19 pandemic, things are changing quickly and the effect, enforceability, applicability, and interpretation of laws and guidance are likely to change from time to time. The information contained in this guidance does not constitute legal advice and does not attempt to address the potential impacts of all local, state and federal laws and recommendations that may have been issued in response to COVID-19. Rather, this guidance is intended to be used for general planning purposes and is written solely to assist schools in creating their own reopening plans. Please review the applicability of the provisions of this guidance, and applicable laws and recommendations, to your specific school. Schools are encouraged to consult with their own legal counsel to address laws and guidance applicable to their locality. Compliance with this Plan does not guarantee the absence of COVID-19 or other illnesses in a school.

Operational Practices

- Designated COVID-19 Point of Contact
 - Mary Grack, Director of Faith Formation
- Training of Staff and Stakeholders – Indicate when and how this plan is communicated:
 - Staff (Volunteers) – Our plan will be emailed to all staff/volunteers before beginning the Youth Faith Formation (YFF) year. All staff/volunteers will be trained at the Core Training which will be held at the before classes begin.
 - Parents – Parents will be emailed all of the information before beginning of the YFF year. We will email parents information before classes begin.
 - Students – Small Group leaders will train students at the first YFF class of the year.
- Adaptability – Indicate how evaluation of this plan will occur (survey staff/families, discussion at staff meetings, small group discussions with students, consult with community members/organizations, etc.).
 - Core Teams will meet at the end of each class to evaluate this plan.
 - Staff and Fr. Craig will meet as needed to discuss changes in the plan.
- Share any changes of plans with: Staff, Families, Diocese, and other Stakeholders
 - Any changes will be communicated with all Parents, Staff, and Volunteers via email. Students will be updated at the beginning of YFF classes.
- Entrance / Dismissal Protocols
 - Building Entrance Protocols: Students will be encouraged to go directly to their classrooms and not gather in groups.
 - Dismissal: Students will be encouraged to not linger after classes in groups. Parents will be encouraged to be ready to pick up their children immediately after class is dismissed.
- Health Checks – Assure the following have been completed:
 - Communicate symptoms of COVID-19 that would require staff/students to refrain from attending YFF.
 - See Appendix A – This will be emailed to parents before classes begin.
 - Establish Screening Protocol for staff, students, and visitors entering the building
 - Parents will be asked to screen their children before each class. Temperature checks will be done as needed. Touchless Thermometers will be shared with John Ireland School
 - Review current guidance on returning to school/work for individuals with symptoms or diagnosis.
 - Core Team members will go through Appendix A with their small group at the first YFF class.
 - Review protocol if a student shows signs of sickness during class.
 - See Appendix B – This will be given to all Core Team members and they will be trained in this at the beginning of the year and reinforced throughout the year.
- Physical Distancing in YFF:
 - Evaluate and share necessary markings, schedules, or structural changes that will go into effect to promote physical distancing.
 - Students will be split into small groups for the entire year. Each small group will have a designated spot to meet with minimal interaction between small groups.
 - Evaluate and plan how to accommodate typically congregated settings so that the integrity of Department of Health and Diocesan requirements are adhered to (Mass/liturgies/whole group prayer, etc.): Use the church as much as possible for whole group to allow for social distancing.
- Communication and Signage - These will be posted already because of John Ireland
 - Signs posted to educate students, families, and guests of what common symptoms of COVID-19 look like.
 - Signs posted at entrance(s) to building restricting entrance to COVID-19 symptomatic/exposed individuals.
 - Communication of this plan to families and appropriate stakeholders.
- Attendance
 - Keeping accurate attendance records is essential for contact tracing. Continually reiterate to Core Team that they take accurate attendance each week.
- Transportation: Parents will provide transportation for their children
- Preparedness for Temporary Closure

- Distant Learning Plan in place – Train Core team to meet on Zoom. We will meet as a whole group and allow time for break out sessions.
- Liability Waivers
 - Include Liability Waivers in registration form.
- Assessment of Plan Effectiveness
 - Process and procedure for regular review of COVID-19 plans and procedures: Regularly meet with Core Team and Pastor to evaluate plan effectiveness
- Consider how the operational procedures within this new reality allow for promoting the Catholic identity and mission that guides the YFF program: Communicate to parents and students
 - Patience and kindness are exactly what we need as we prepare to return to YFF. Patience with ourselves and with others, kindness to ourselves and to others. As we ease our way into YFF and practice new precautions, it must be with an awareness that we are all a little fragile right now, and that we need to be guided by patience, kindness, and Charity: “loving God with all your heart, mind, and strength and your neighbor as yourself.”

Health and Well-being

- Cleanliness and Disinfecting Processes –

Space	Frequency of Disinfecting	Person(s) Responsible	Product(s) Used
Classrooms (Tables, Chairs, and	After Each Class	Core Team Member who used that space	Vindicator +
Restrooms	Before Each Class	Mary Grack	Vindicator +
Church	After Each Time Used	Core Team who used that space	Vindicator +
Narthex: <ul style="list-style-type: none"> ● Door Handles ● Benches 	After Each Class	Mary Grack	Vindicator +

- Hand Hygiene and Respiratory Etiquette - These will be posted already because of John Ireland
 - Signage for appropriate handwashing etiquette posted appropriately
 - Signage for appropriate respiratory etiquette (covering coughs and sneezes)
 - Students and staff trained on proper hand washing and respiratory etiquette – Students will be trained at their schools. We will reinforce training as needed.
- Cloth Face Coverings
 - Communication to staff/families in proper use of face coverings - Email [video](#) ahead of time and ask parents to review this with their children.
 - Procurement of face coverings for those that do not have their own – We have facemasks available in the Narthex for those who forgot a facemask.
 - Procedure to address requests for reasonable accommodations – Anyone who is medically unable to wear a mask but have a written statement from a parent saying they have a medical reason they cannot wear a mask (the reason does not have to be given). Anyone not wearing a mask must maintain 6’+ of social distance at all times.
- Drinking Fountains – All drinking fountains will be turned off.
 - Communication to staff/families encourage individual water bottle use
- Facility Ventilation
 - Collaboration with building facilities department to assure ventilation systems are working adequately
- Consider how the Health and Well-being planning can allow for promoting the Catholic identity and mission that guides the school: Communicate to parents and students: Our Catholic identity leads us to have a common

concern for our brother. We ask that parents and students keep the well-being of everyone around them as a top priority.

Curriculum and Instruction

- Approach to Curriculum Planning
 - K-5th Grade – Family Formation – Parents come in 1 week a month for training and to pick up supplies. They are given lessons to do at home for the weeks to come.
 - 6th – 12th – Use EDGE/Life Teen/ YDisciple resources
- How student social/emotional needs are identified and supported, specifically related to the current pandemic concerns: Our older youth will meet in small group and have an opportunity for sharing with their small group leader. During Parent Meetings we will address social/emotional needs of students.
- Addressing Students/Families on Distant Learning
 - Communication of distant learning plans in the event of temporary closure – Email parents if we need to switch to this method
- Established plan in the event of staffing shortage due to COVID-19: Try to recruit additional subs for YFF classes
- Consider how the Curriculum and Instruction planning can allow for promoting the Catholic identity and mission that guides the school: Parents are the primary catechists. Family Formation allows them to embrace their role. We will support them through providing resources to help them be successful.

Creating and Maintaining Community

- Internal Relationships
 - K-5th – Continue monthly meetings online if we are not able to meet in person.
 - 6th – 12th – Meet weekly via Zoom if we are not able to meet in person
 - Core Team meet regularly over Zoom if we cannot meet in person
- Consider how Creating and Maintaining Community can allow for promoting the Catholic identity and mission that guides the school: In a world where everything is changing, Jesus remains constant.

YOUTH FAITH FORMATION HEALTH CHECK

Parents, please conduct a health screening with your child(ren) before they attend a Youth Faith Formation program:

Does your child have:

- Temperature 100.4 degrees Fahrenheit or has been above 100.4 within the last 24 hours (without the use of fever-reducing medications)
- Sore throat
- New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/ asthmatic cough, a change in their cough from baseline)
- Diarrhea, vomiting, or abdominal pain
- New onset of severe headache
- Had close contact (within 6 feet of an infected person for at least 15 minutes) with a person with confirmed COVID-19 in the past 10 days

If you answered “Yes” to any of the screening questions, you are advised to stay home, stay away from other people, and contact your health care provider.

RETURNING AFTER SICKNESS CRITERIA

Sick staff members, volunteers, or students should not return until they have met CDC’s criteria to discontinue home isolation.

MINNESOTA DEPARTMENT OF HEALTH

STAY SAFE MN

Decision Tree for People with COVID-19 Symptoms in Youth, Student, and Child Care Programs

For people (e.g., children, care providers, or staff) who have symptoms consistent with COVID-19, send home or deny entry and reference the exclusion criteria in this document to determine when they may return.

Symptoms of COVID-19 include: new onset cough or shortness of breath by themselves OR at least 2 of the following: fever (100.4°F or higher), chills, muscle pain, sore throat, fatigue, congestion, loss of sense of smell or taste, or gastrointestinal symptoms of diarrhea, vomiting, or nausea.

If a person has a new symptom (for example, new loss of smell only) with no other diagnosis to explain it, they should stay home and talk to their health care provider about testing for COVID-19, even if it is the only symptom they are experiencing.

For people who received a laboratory test for COVID-19

[What to do if you're waiting for COVID-19 test results \(PDF\)](http://www.health.state.mn.us/diseases/coronavirus/waiting.pdf)
(www.health.state.mn.us/diseases/coronavirus/waiting.pdf)

Positive test result: Stay home at least 10 days since symptoms first appeared AND until no fever for at least 24 hours without medication AND improvement of other symptoms.

Siblings and household members also stay home for 14 days.

Negative test result but symptoms with no other diagnosis: Stay home at least 10 days since symptoms first appeared AND until no fever for at least 24 hours without medication AND improvement of other symptoms.

Siblings and household members also stay home for 14 days.

For people with a COVID-19 diagnosis *without* a lab test OR people with symptoms consistent with COVID-19 *without* a medical evaluation (e.g., monitoring symptoms at home)

Stay home at least 10 days since symptoms first appeared AND until no fever for at least 24 hours without medication AND improvement of other symptoms.

Siblings and household members also stay home for 14 days.



For people with other diagnoses (e.g., norovirus, strep throat) that explain the symptoms, or when a health care provider says symptoms are connected to a pre-existing condition

Stay home until symptoms have improved. Follow specific return guidance from the health care provider or follow the [Infectious Diseases in Childcare Settings and Schools Manual](http://www.hennepin.us/daycaremanual) (www.hennepin.us/daycaremanual).

If symptoms related to a pre-existing condition change or worsen, talk to a health care provider to determine next steps.

Siblings and household members do not need to stay home.

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Minnesota Department of Health | health.mn.gov | 651-201-5414 | 1-877-676-5414 | 625 Robert Street North PO Box 64975, St. Paul, MN 55164-0975
Contact health.communications@state.mn.us to request an alternate format.

08/06/2020

YOUTH FAITH FORMATION SICKNESS PLAN

Isolate and Transport Those Who are Sick

Make sure that staff, volunteers, and families know that they (staff/volunteers) or their children (families) should not come to Youth Faith, and that they should notify Director of Faith Formation if they become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms or a confirmed or suspected case.

Immediately separate staff and children with COVID-19 symptoms (such as fever, cough, or shortness of breath) at church. Individuals who are sick should go home or to a healthcare facility depending on how severe their symptoms are, and follow CDC guidance for caring for oneself and others who are sick.

Identify an isolation room or area to separate anyone who has COVID-19 symptoms or tests positive but does not have symptoms.

- Nurses office
- Small Group Meeting Room

Establish procedures for safely transporting anyone who is sick to their home or to a healthcare facility. If you are calling an ambulance or bringing someone to the hospital, try to call first to alert them that the person may have COVID-19.

Clean and Disinfect

Close off areas used by a sick person and do not use these areas until after cleaning and disinfecting.

Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible. Ensure safe and correct use and storage of cleaning and disinfection products

Notify Health Officials and Close Contacts

In accordance with state and local laws and regulations, school administrators should notify local health officials, staff, and families immediately of any case of COVID-19 while maintaining confidentiality in accordance with the Americans with Disabilities Act (ADA)

Inform those who have had close contact with a person diagnosed with COVID-19 to stay home and self-monitor for symptoms, and follow CDC guidance if symptoms develop.