

St. Joseph Catechesis of the Good Shepherd (CGS)
IN-PERSON FORMATION DURING THE COVID-19 GREEN PHASE
SAFETY PLAN

1) Families

- a) During the COVID19 pandemic, parents/guardians must agree in writing that they will abide by this safety plan for in-person formation.
- b) Parents/guardians must monitor their child's health by taking his/her temperature prior to in-person formation.
- c) A Student may not attend an in-person session if he/she is:
 - i) Running a temperature over 100 degrees.
 - ii) 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.
- d) If a student tests positive for COVID19 and has attended a session within a 14-day period of time, the parent/guardian must inform the CGS Coordinator by emailing cgstjoseph@comcast.net or calling 484-431-5156.
- e) The CGS Coordinator will communicate to the parents/guardians of children enrolled in the program of the possible exposure of their child to COVID19, as well as inform the St. Joseph PREP Coordinator and Rectory Staff.

2) Cohorting

- a) The CDC recommends this approach when a number of children gather for a period of time such as a school day. The group is self-contained and travels together. Although cohorting does not apply in the CGS scenario, the following related precautions will be implemented for the weekly Wednesday Level II First Communion sessions that meet in the atrium:
 - i) Enrollment will be limited to 5 children.
 - ii) Children will be assigned personal workstations.

3) Social/Physical Distancing

- a) Social/physical distancing is a practice which increases the space between people to mitigate exposure to COVID19.
- b) Social distancing is to be practiced in the atrium where children are gathered.
- c) Personal workstations and seating will be arranged to maintain a distance of 6 feet between children.

4) Wearing of Masks or Shields

- a) The wearing of masks is mandatory for ALL when social distancing is mitigated which includes but not limited to:
 - i) Upon arrival.
 - ii) Any time when in the presence of non-family members.
 - iii) Any time when working in an atrium which may be used again within a 7 day period.
 - iv) During dismissal until outdoors and social distancing of at least 6 feet can be maintained.
- b) Children should bring a storage bag to hold mask when not wearing it.
- c) All catechetical staff will wear face masks throughout the session.

5) Cleaning, Disinfecting and Sanitizing

- a) Areas and features of high use will be disinfected prior to each session. These include but are not limited to: door knobs, light switches, bathrooms, hand rails, counters, tables, desks, shared items within the room.
- b) Communal materials will be placed on a cart following individual use, and will be cleaned prior to returning to the shelf for the next use.

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- 6) Atrium set up for Sign-up Sessions
 - a) Only one family unit to be admitted during the 1-hour sign-up session
 - b) The last 15 minutes of the session will be used for cleaning materials and work areas used
 - c) To minimize the cleaning required, a single work table, if needed, should be used per child
 - d) The parent/guardian will be responsible for assuring all used materials are placed on the cart for cleaning at the end of the session, and all work areas used are identified and cleaned.
 - e) The on-site catechist/aide will assist in cleaning as needed.

- 7) Level II Atrium set up for First Communion Sessions
 - a) The number of children will not exceed 5.
 - b) Personal work stations will be spaced to maintain at least 6 feet of distance
 - c) Work areas will be arranged so that children are not facing each other.
 - d) Workstations will be supplied with individual rather than communal handworks (e.g. pens, pencils, prayer art materials) to the extent possible.
 - e) Chairs (rather than sitting on the floor) will be used and spaced for social distancing for Communal Prayer

- 8) Arrival & Dismissal
 - a) All persons shall wear masks during arrival and dismissal
 - b) Families arriving for family time in the Level I Atrium will enter and exit through the foyer doorway facing Rt. 724.
 - c) Families of children attending the Level II First Communion sessions are to practice social distancing during drop off at the door to the Level II Atrium (the middle trailer #2) and pick-up from the porch.
 - d) A catechist or aide will monitor the entrance to assure
 - i) only one family is present in the atrium at a time
 - ii) that all hands are sanitized upon arrival
 - iii) the entrance is secured during the sessions
 - e) Sanitizer will be available, but families are encouraged to provide their own hand sanitizer.

- 9) During the Sessions, the following guidelines will be followed
 - a) Children are to avoid sharing of materials, pens, pencils, etc. with non-family members
 - b) Children's personal belongings are to be kept at their designated workstation.
 - c) In order to minimize the need for cleaning/disinfecting, bathroom use will be on an emergency basis only
 - i) Hands must be washed with soap and water after use.
 - ii) If used, bathrooms will be cleaned/disinfected at the end of each session.
 - d) Unauthorized persons will be prohibited from entering the building once the session is in progress.
 - e) Ventilation is important. Windows will be open, weather permitting.

- 10) Catechetical Staff
 - a) CGS Volunteers are compliant with the Safe Environment policies of the Archdiocese of Philadelphia.
 - b) CGS Volunteers will:
 - i) Be cognizant of possible exposure to COVID19.
 - ii) Be oriented to this safety plan.
 - iii) Agree to comply with the policies and protocols of this safety plan.