



OUR LADY OF THE ASSUMPTION

"Living as Missionary Disciples"

Faith Formation COVID-19 Policy

Goal

- Our Lady of the Assumption's (OLA) intent is to provide a quality, weekly, in person Faith Formation, in accordance with CDC, Rock Co. Health Department, WI Department of Health Services and Diocese Guidelines and the Diocese of Madison.
- OLA is dedicated to constantly evaluating our practices to evolve with the most up-to-date information regarding COVID-19. Our aim is to keep our families and staff as safe and healthy as possible while continuing to provide services to our families in person. Please read thoroughly as we are asking for our entire OLA community to assist us in maintaining the overall health of everyone. We thank you for your support in advance.
- Please realize that this is a fluid and ever-changing plan. By working together as partners, with everyone doing their part, we can all make your child's Faith Formation experience a positive one.
- We reserve the right to amend this policy/procedure document at any time as necessary.

Your Child's Health

- **PLEASE KEEP YOUR CHILD HOME IF HE/SHE IS SICK. We cannot stress this enough.** Children who have been sick should be symptom free, without medication, for at least 48 hours **PRIOR** to Faith Formation, otherwise they should remain home that week.
- **PLEASE DO NOT SEND YOUR CHILD TO FAITH FORMATION IF:**
 - They are sick or have any of the symptoms listed on the CDC website for COVID or the flu
 - Your child has tested positive for COVID-19 and is under the direction of public health and/or your healthcare provider to isolate.
 - Your child has been exposed to anyone who has tested positive for or is suspected to have COVID-19.
 - Your child has been directed by your healthcare provider and/or public health to quarantine due to a COVID-19 exposure.
 - You are waiting for test results of a COVID-19 test.
- **PHONE NUMBERS MUST BE ACCURATE AND WORKABLE FOR THE NIGHT OF FAITH FORMATION.** If your child isn't feeling well and must return home because of an elevated temperature or illness, the expectation is that you will be accessible by phone, and will come to OLA immediately upon hearing from us. **Parents should arrive at the location where they dropped their child off.**

Please call the school office number at 608.365.4014, let us know that you are here, and your child will be brought out to you by an office helper.

COVID Symptoms

- Please visit the CDC website [included below] often for updated symptoms. If your child or anyone in your family is experiencing any of these symptoms, please do not send your child to Faith Formation that particular week.
- <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

Hours of Operation

All Faith Formation sessions will meet IN PERSON on the same days as last year. Please see the note below regarding a time change for High School Formation. If you choose to participate virtually, we'd recommend that your family still set aside these times to journey together [for there will be expectations of accountability that you will be turning in weekly and monthly zoom meetings accordingly.]

- Grades 1-8: Wednesday from 6:15pm-7:30pm
- Middle School Sunday: Sunday from 9:00am-10:15am
- High school: Sunday from 10:30am (Mass)-1:00pm—PLEASE NOTE THIS IS 15 MINUTES EARLIER DISMISSALTHAN LAST YEAR
- We will dedicate the last 10 minutes of each class to a thorough sanitizing and disinfecting of the classrooms and common areas. We appreciate your promptness in picking up your child(ren) on time, so our teachers can be diligent with their new cleaning routine for the school children the next day.

Self-Care

- Temperature of children will need to be taken at home, by the parents, EVERY WEDNESDAY! Though this is only one symptom, it is a tangible help for us to gauge in keeping everyone safe, and thank you for your help with this.
- To limit the amount of traffic flow throughout the school building, parents will be asked to remain in their car during both drop-off and pick up of their children. Thank you in advance for understanding. We have procedures in place to keep your children safe during these times.
- Child(ren) temperatures will be taken if they start to show symptoms while at Faith Formation. If your child has a reading at or above 100.0 degrees, your child will not be permitted to return until he/she is symptom free, without medication for 48 hours PRIOR to the next Faith Formation. You will be called to come and pick up the child(ren) immediately; this includes siblings and all family members—if a family member is exhibiting symptoms and/or fever, then all family members must stay home.

- All staff will be expected to take their temperature weekly before attending Faith Formation: symptomatic staff members will not return until he/she is symptom free without medication for 48 hours PRIOR to the next Faith Formation.
- Catechists and children must use hand sanitizer upon entry/exit into their classrooms, followed by handwashing with soap and water as necessary.

Cleaning/Sanitation/Safety

- Additional prayer moments within the School and Church are permitted in accordance with social distancing, but will be significantly changed or decreased in accordance to safety and health.
- Consistent communication is invited and welcomed: signs posted, email updates, available for phone conferences as necessary. mgiovingo@olabeloit.com or 608.362.1231 x115
- Children will be advised and reminded to not touch their faces. EVERYONE will be expected and reminded of the need to wear a mask the entire time they are at Faith Formation, covering both their nose and mouth at ALL TIMES, until guidance from the county or state advises otherwise.
- Travel information is expected to be expressed openly and honestly to the Director as the families make plans. The travel advisory lists areas of the world that are heavily affected (level 3), which will require those who have traveled to these locations and members of their household to refrain from participating in Faith Formation for 14 days upon returning. This applies to all children, families, and staff members. The list is regularly updated and should be referenced.
- Office helpers will be assigned appropriate disinfection of high-touch areas within the school at the end of each night, including but not limited to:
 - Door handles
 - Classroom desks
 - Light switches
 - Bathroom sinks
 - Toilet bowls/handles
- Catechists will greet the children at their classroom doors leading to the parking lot, and will walk them to the same door at the end of the evening for pick-up. Social distancing while waiting will be expected.

Social Distancing

- Reduce group size: max of 16 in each room.
 - Spacing of students, catechists, and office helpers in classrooms, bathrooms, and hallways
- At pick up and drop off accordingly.
- Split group activities whenever possible to keep children physically separated and distanced.