

The Catholic Church of the
TRANSFIGURATION
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2020-21 Religious Education Handbook COVID 19-Addendum

*Developed on information from the Archdiocese of Atlanta document:
Reopening of Schools – Fall 2000
Task Force Recommendations*

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1. Policy on Cancellation of Religious Education Classes.

In the event of a natural disaster, disease outbreak or any other circumstances which, in the judgment of the Pastor and/or Director of Religious Education, makes it infeasible, unsafe or otherwise imprudent to continue campus-based education, off-site, digital classes will be offered. Due to continuing financial obligations relating to operational costs,) including administrative costs and staff salaries) there shall be no suspension, reduction or refund of tuition or applicable fees.

Special Considerations:

- Adjustments to classroom settings and procedures
- Consideration for adjusted schedules and student groupings
- Planning for various learning environments on site, hybrid, online)
- Accommodations to protect our vulnerable students, volunteers, and employees
- Social/emotional support for staff, students, volunteers, and families
- Cleaning and disinfecting supplies and equipment
- Facility use (co-curricular and extra-curricular activities)
- Transportation
- Plan for the prevention of the spread of COVID-19:
 - Self-screening prior to attending Church
 - Social distancing
 - Face coverings/masks
 - Any individual seeking entrance to the parish facilities

2. Infectious Disease Policy

The primary responsibility for the prevention and control of infectious diseases lies with individuals, families, and public health authorities. Parishes are not responsible for providing expert infectious disease advice or treating students; this is the role of medical practitioners and health authorities.

Attendance at any parish event may be denied to any student reasonably suspected of, or diagnosed with a contagious or infectious disease that could make the child's attendance harmful to the welfare of all other students, volunteers, and staff.

Transfiguration reserves the right to require a statement from the student's primary care physician authorizing the student's return to religious education. We will respect the privacy of all its community members. Parents of children attending religious education classes will be notified that their child has been exposed to a communicable or infectious disease in a manner that avoids identifying any community member who has been identified with the disease, to the maximum extent appropriate in each particular circumstance.

Our procedures will include:

- Prevention techniques – Hand washing education, coughing and sneezing education; hand sanitizers in classrooms; sanitizing wipes in classrooms for computers, desks, common areas, etc.; tissues in all rooms; sanitation procedures; and if appropriate, the mandated use of facial masks along with social distancing.

- Preparedness – We will comply with CDC, Georgia Department of Health guidelines and directives from the Archdiocese of Atlanta.
- Response – We will follow the Archdiocesan policy for school closures and directives from state and local (county and municipal) jurisdictions.
- Recovery – We will publish a return to school procedure in accordance with directives from the Office of Catholic Schools which aligns to the Reopening of Schools Plan approved by the Superintendent of Schools.

Students who travel to Level 3 Nonessential Travel Zones or any location identified as a current Hot Spot for an infectious disease by the CDC may be required to quarantine for a period of 14-days. In the case of an identified pandemic or epidemic, the Pastor and/or Director of Religious Education reserve the right to require parents who have travelled to a Level 3 Nonessential Travel Zone (as identified by the CDC) to self-quarantine at home for 14-days before entering parish property. This period of quarantine may also be required of students residing in the home.

3. Assumption of the Risk Relating to COVID-19

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is extremely contagious and is believed to spread mainly from person to person through respiratory droplets when an infected individual coughs, sneezes or speaks. As a result, government agencies at all levels and federal, state and local health agencies recommend social distancing and have placed limits on the congregation of groups of individuals.

Transfiguration Catholic Church has put preventative measures in place to reduce the spread of COVID-19; however, we cannot guarantee that you or your child(ren) will not become infected with COVID-19. Further, attending activities on the campus of Transfiguration could increase your risk and that of your children for contracting COVID-19.

While Transfiguration will make all reasonable efforts to lower the risk of COVID-19 exposure and spread, we are unable to provide any guarantee that students or their families will not be exposed to or infected by COVID-19. By enrolling your child(ren) in and attending religious education classes, you acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that you, your child(ren) and or other family members may be exposed to or infected by COVID-19.

It is expected that students and other school family members will follow the preventative measures and guidelines implemented by Transfiguration including not coming to the church premises if demonstrating any signs or symptoms of COVID-19.

When we can return to on-site learning, all students will be required to have an Assumption of Risk waiver on file. If you registered after August 16, you have already signed the waiver. If prior to August 16, a copy of the waiver will be emailed to you when we are able to gather on-site.

4. Infection Controls

Prior to attending Church or on-site faith formation (when available), all families should self-screen symptoms, temperature check, and if there has been any exposure to anyone who tested positive, please do not enter the building at this time. Follow the [GA Department of Health guidelines](#).

Before entering the building for faith formation classes, children and volunteer's temperatures will be taken with a touchless thermometer and set of health questions will need to be answered by whomever is dropping off your child. Children and volunteer's will not be permitted to stay if they show a temperature higher than 100 degrees. If any of the health questions below are answered "Yes," entrance to the building will be prohibited:

- Without the use of medications to reduce symptoms, have child or volunteer experienced any of the following symptoms in the last 48 hours?
 - Fever over 100 degrees
 - Cough
 - Shortness of breath
 - Sore throat
 - Diarrhea
 - Vomiting
 - Congestion not related to seasonal allergies
 - Muscle aches
 - Loss of sense or smell
- Has child or volunteer received a positive test result for an active COVID-19 infection?
- Has child or volunteer been exposed to anyone with a positive COVID-19 infection or awaiting test results?

Promote Healthy Hygiene

Sanitation procedures are critically important in classroom settings as the current evidence suggests fomite transmission is a primary concern. We have implemented increased hand hygiene (in compliance with CDC guidance).

We will provide routine refresher training to all employees, volunteers, and students about rigorous and as visible reminders (signage) on proper hygiene regarding washing hands, avoiding contact with one's eyes, nose and mouth and covering coughs and sneezes.

Handwashing:

Volunteers, Employees, and students must use acceptable handwashing techniques with soap and water for at least 20 seconds. If soap and water are not readily available, hand sanitizer that contains at least 60 percent alcohol can be used. Signage regarding proper handwashing techniques will be posted.

We will accomplish this by monitoring to ensure adherence among employees and students during the following times:

- When entering the school from outside the building (arrival, etc.) and before leaving the classroom (dismissal)
- After using the toilet
- After blowing your nose, coughing, or sneezing
- After touching garbage

Respiratory Etiquette:

The Archdiocese of Atlanta requires that all children, volunteers and staff wear protective masks, including carpool.

Volunteers, employees, and students must always cover mouth and nose with a tissue when coughing or sneezing or use the inside of the elbow. Used tissues should be properly discarded and hands washed immediately per handwashing guidelines.

(CDC.gov website - May 19, 2020 guideline)

Adequate Supplies:

To support healthy hygiene behaviors we will provide adequate supplies including soap, hand sanitizer with at least 60 percent alcohol, paper towels, tissues, disinfectant wipes and no-touch/foot-pedal trash cans. (CDC.gov website - May 19, 2020 guideline) Face masks will be provided by families.

5. Promote Cleaning and Disinfection

Cleaning and Disinfection:

Coronaviruses on surfaces and objects naturally die within hours to days. Warmer temperatures and exposure to sunlight will reduce the time the virus survives on surfaces and objects. To provide clean and disinfected classrooms, Transfiguration will do the following:

- Clean and disinfect frequently touched surfaces (e.g., light switches, door handles, sink handles) within the facilities at least daily or between uses as much as possible. More frequent cleaning and disinfection may be required based on level of use.
- We will use approved disinfectants can be found on the EPA website: <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>
- Use of shared objects (e.g., art supplies, toys, games) will be limited when possible, or cleaned between uses.
 - Parents will be asked to provide a container with age-appropriate craft supplies and/or writing utensils for each child. These include, but are not limited to crayons, scissors, glue stick, glue, pencils, and pens.
 - Use of the parish playground equipment during, before, or after religious education classes is prohibited.
- We will develop a schedule for increased, routine cleaning and disinfection following recommended guidelines:
 - Wear disposable gloves to clean and disinfect.
 - Clean surfaces using soap and water to reduce dirt, impurities, and the number of germs on a surface.
 - Disinfect surfaces after cleaning to kills germs on surfaces.
- The parish will ensure that all employees are trained on appropriate use of cleaning and disinfection chemicals.
- Cleaning products will not be used near children and employees should ensure that there is adequate ventilation when using these products to prevent children or themselves from inhaling toxic fumes.

(CDC.gov website - May 19, 2020 guideline)

Shared Objects:

- To eliminate sharing objects, parents are asked to insure that children do not bring toys, stuffed animals, etc., to class.
- Each child's belongings will be kept separate from others.
- Children will use materials provided by their parents and kept separate in containers.
- During religious education classes, electronic devices, toys, books, games, etc., will not be shared.

(CDC.gov website - May 19, 2020 guideline)

Cleaning and Disinfecting with Identified Sickness:

Transfiguration will follow these guidelines:

- Close off areas used by sick person.
- Open outside doors and windows to increase air circulation, if possible.
- Wait 24 hours before cleaning and disinfecting. If it is not possible to wait 24 hours, wait as long as practical.
- After 24 hours vacuum the empty space, if needed using a vacuum with a high-efficiency HEPA filter. Turn off HVAC to room to avoid spread of particles.
- If the space has not been used for 7 days since the person has become ill, additional cleaning and disinfecting the area is not necessary.

(CDC building/facility website)

Cleaning and Disinfecting Outdoor Areas:

During religious education classes, outdoor areas will not be utilized, other than weather permitting having a class outdoors.

Ventilation:

The parish maintenance staff will ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible, for example by opening windows and doors, but will not open windows and doors if doing so poses a safety or health risk (e.g., risk of falling, triggering asthma symptoms) to individuals using the facility. (CDC.gov website - May 19, 2020 guideline)

Water Systems:

Parish maintenance will minimize the risk of Legionnaire's disease and other diseases associated with water, by taking steps to ensure that all water systems and features (e.g., sink faucets) are safe to use after a prolonged facility shutdown.

Drinking fountains will be closed except for the purpose of refilling re-usable water containers. Staff, volunteers, and students are encouraged to bring their own water to minimize use and the touching of water fountains. (CDC.gov website - May 19, 2020 guideline)

6. Promoting a Safe Engagement

Physical Distancing:

Transfiguration has prioritized selective distancing measures, given the strong evidence of their effectiveness in reducing transmission.

Physical Distancing (space management of a minimum for three feet with six feet ideal).
When we can gather on-site, we will implement the following:

- Reducing class size. Depending upon enrollment and classroom size, classes will be limited to 8 students.
- Hybrid transition to on-site gatherings.

Face Coverings/Masks:

The following is the Transfiguration policy regarding face coverings/masks. Masks are not dangerous to wear for long periods of time. However, they can be uncomfortable.

- Face coverings/masks are not recommended for children younger than the age of 2.
- Masks must be worn by all staff, volunteers and students.
- Masks must be worn during carpool arrival and dismissal.
- Parents must provide a mask for their children prior to arriving at the parish facilities. Masks should be and “ear loop” style. Please write your child’s name on the side or bottom edge of their mask.
- Volunteers are asked to provide their own masks to the extent possible.

Bathrooms:

Current parish policy is that the bathrooms are cleaned following each session. Please insure your children use the bathroom prior to attending class.

Hallways:

Directional arrows have been placed on the floors in the hallways to direct the traffic flow.

Gatherings, Visitors, and Field Trips:

- Nonessential visitors will not be admitted during class times.
- All large gatherings and field trips will be virtual.

7. Promote Illness Monitoring and Management

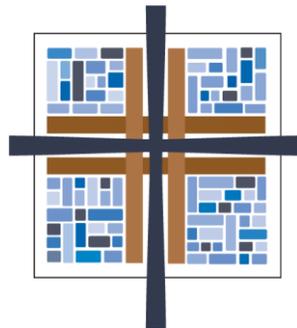
COVID-19 may be present and transmissible in individuals with no symptoms. However, contagious illnesses spread more easily when symptoms are present. Therefore, one of the layers of infection prevention includes reducing the chance an ill person attends religious education classes. We encourage individuals to stay home when ill.

If a student, volunteer or staff has a primary contact with an individual with a COVID-19 case, the exposure or case will be reported and we will follow the guidance of the public health department and our Pastor/Parish Administrator. Once reported, contact tracing and investigation will be initiated and the health department will determine quarantine and isolation periods. Those effected will be notified. Classes/groups may be required to quarantine for 14 days.

In the event that a student, staff or teacher tests positive for COVID-19, the classes/groups of the positive case will most likely also be directed to quarantine for 14 days. The above reporting procedures will be followed.

All communication will respect the confidentiality of the student, teacher or staff who have or may have had COVID-19.

AMENDMENTS: Transfiguration Catholic Church retains the right to amend any policy or procedure at any time, under the guidance of the Pastor, Parish Administrator and/or the Archdiocese of Atlanta. If such a case arises you will be notified in writing.



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