

The Catholic Church of the  
**TRANSFIGURATION**  
Welcome ■ Celebrate ■ Grow ■ Serve

# 2021-22 Faith Formation COVID 19-Addendum

*Developed on information from the Archdiocese of Atlanta document:  
Task Force Recommendations*

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## 1. Policy on Cancellation of Faith Formation 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 Faith Formation, 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
  - Masks are optional for those who are fully vaccinated

## 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 faith formation. We will respect the privacy of all its community members. Parents of children attending 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 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 Faith Formation 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

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 faith formation 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.

**For on-site learning, all students will be required to have an Assumption of Risk waiver on file. This waiver was part of the Faith Formation Registration.**

### 4. Infection Controls

Prior to attending Church or on-site faith formation, 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](#).

A health check should be evaluated by whomever is dropping off your child. Children and volunteer's will not be permitted to stay if they have a temperature of 100 degrees or higher. If any of the health questions below are answered "Yes," please keep your child at home:

- 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. 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 is posted.

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

- When entering 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

### 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)

## 5. Promote Cleaning and Disinfection

### Cleaning and Disinfection:

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.
- 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 ensure that children do not bring toys, stuffed animals, etc., to class.
- During faith formation 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 faith formation 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 used 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).

When gathering on-site, we will implement the following:

- Reducing class size. Depending upon enrollment and classroom size, classes will be limited to 8-10 people.
- We will attempt to social distance at three feet.

### 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, and adult volunteers unless fully vaccinated.
- The CDC and American Pediatric Association recommend masks indoors. For children/teens we will honor parent's request.
- If parents prefer their child to wear a mask, parents will provide a mask for their children prior to arriving at the parish facilities. Masks should be "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.

### Gatherings, Visitors, and Field Trips:

- Nonessential visitors will not be admitted during class times.

- As retreats are being planned, we will follow the guidance of the public health department.

## 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 faith formation classes. We encourage individuals to stay home when ill.

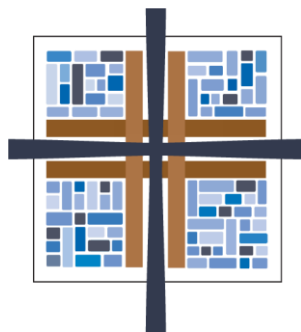
If a student, volunteer or staff has a primary contact with an individual with a COVID-19 case, the exposure or case will be reported, and we will follow the guidance of the public health department and our Pastor. Once reported, contact tracing and investigation will be initiated and the health department 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 volunteer tests positive for COVID-19, the classes/groups of the positive case will most likely also be directed to quarantine. The above reporting procedures will be followed.

All communication will respect the confidentiality of the student, volunteer 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, Director of Faith Formation and/or the Archdiocese of Atlanta. If such a case arises you will be notified in writing.





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