

August 6, 2020

Dear Parents:

I hope you are all doing well! I have missed all of you during these months away! This letter is lengthy but includes important information regarding our Religious Education Program. Please read the entire letter thoroughly and feel free to contact me with any questions.

Each Parish has been directed by the Diocese to assemble a Pandemic Coordinator and Team. Our team consists of: Pandemic Coordinator, Kim Smith and Father Krivak, Pastor, Sharon Hontz, Director of Religious Education and Preschool and Dennis Kelly, Maintenance. We have been working on the safety procedures and protocols for the start back to CCD in September. Guidelines from the Diocese have recently been received and we have sent back to them our plans to have them approved. We are at an advantage with having a large school building and small classes.

CCD Classes will begin on Sunday, September 13th. Classes will be from 8:45 to 10:20 AM. Grades three through six will be on the second floor in the large classrooms. Kindergarten and seventh grade will be in the Parish Hall. Seventh grade will be in the Heritage Room. Grades one and two will be in the basement. There will be no parent meeting this year.

If within the past 24 hours your child has any of the following symptoms, do not send them to CCD and please notify me via email or phone:

- Fever/Chills
- Sore Throat
- Cough
- Congestion/Runny Nose
- Headache
- Nausea or Vomiting
- Fatigue
- Diarrhea
- Muscle/Body Aches
- Shortness of breath/Difficulty Breathing
- Loss of taste/smell

If there has been possible or definite exposure to someone with COVID-19 by anyone in your home, your child must stay home and may not return to class until written recommendations are obtained by your physician and submitted to myself. This holds true for all of our employees and volunteers as well. Information is then passed on to the Parish Office and I will notify you of the appropriate Diocesan steps that must be followed.

If one of our students, teachers, or aides tests positive for COVID-19 our school will be closed and you will be notified via email and written letter of the possible exposure date (date will be within two days prior to onset of symptoms of said individual). In this case, if all classrooms, stairwells, and bathrooms will be cleaned by a professional cleaning company.

If your child becomes ill while in class, they will be removed from the classroom and I will call you immediately and stay with your child until you arrive outside to pick them up. Entrance area will immediately be sanitized prior to dismissal of other children.

For drop off - the Parish Center will be unlocked at 8:40 AM and will be locked at 9:00 AM so if you are running late, please let me know (cell: 484-225-4350) and I will wait for them. **Anyone who enters must wear a mask the entire time they are in the building.** When dropping off your child, please know you will not be permitted into the Parish Center. You may walk your child up to the building entrance (keep social distance between you and the person in front of you) but may not walk them to their classroom. A parent patrol volunteer will open the door for your child and I will be right inside to take their temperature (contactless) and provide them with hand sanitizer before directing them to their classroom (opening prayer is suspended and children will go immediately to their classrooms). There will be teachers and aides throughout the building to assist your child in getting to their classroom. A dated log will be kept of each teacher, aide and student's temperature each week and a file must be kept in the Parish Office.

Students may not bring into the Parish Center any toys, money, jewelry, etc. Each week the children are to bring back with them their book, notebook and folder (there will be no extra workbooks; it is important your child brings theirs to class weekly). They will be asked to bring them home in case we need to go to virtual learning. Coats, hats, gloves, etc. may either go home with you or be kept at or in their desk. No food or drink is permitted.

In the classrooms, the desks will be pre-arranged in compliance with social distancing guidelines. Each student desk will have a pre-made nametag, book, folder, notebook, crayons, scissors, pencils and an eraser. Each classroom will be supplied with sanitizing wipes and disinfectant. Your child's teacher will wipe down high touch areas throughout class. For summer into fall, the windows will be opened to allow for proper ventilation (we will follow directives for cooler weather when they become available).

The bathroom on the first floor (by the kitchen) will be available for emergency use only. Please make sure your child uses the bathroom before leaving home as bathrooms will not be sanitized between each use.

For dismissal, the door will be unlocked at 10:15 and again, a parent patrol volunteer will be there to assist your child with the door. Parents may either walk up to the door (keep social distance between you and the person in front of you while waiting) or drive up to the door. When I see you, I will tell the teachers/ aides to dismiss your child. Teachers will again sanitize hands prior to leaving the classroom, this prevents spread of germs on the handrails. Again, this will take some time adjusting, so please work with us to ensure safe dismissal of your child.

The Parent Patrol schedule must be followed! It is more important now more than ever that we have parents helping us at the front door and at the corner. If you cannot make your assigned date you **MUST** find someone to fill in for you. I will send a schedule with the calendar by the end of August.

CCD Mass with your class is suspended until further notice. Families may sit together at Mass; please take your child each week.

Prior to next class, the classrooms and bathrooms will be deep cleaned and sanitized by maintenance.

All future announcements will be made via weekly email and written sent home with your child in their folder.

Again, if you have any questions or concerns, please feel free to contact me.

God Bless you,

Sharon Hontz