



# ARCHDIOCESE OF PHILADELPHIA

## SECRETARIAT FOR CATHOLIC EDUCATION

222 North Seventeenth Street, Philadelphia, PA 19103-1299

Telephone: 215-587-3720 • Fax: 215-965-1749 • Email: [amenna@archphila.org](mailto:amenna@archphila.org)

### OFFICE FOR CATECHETICAL FORMATION

**TO:** Pastors & Parochial Administrators  
Directors/Coordinators of Religious Education

**FROM:** Ann M. Menna *amm*  
Deputy Secretary

**DATE:** August 26, 2021

**RE:** Covid-19 Protocols for Parish Religious Education Programs: In-person Instruction

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As the Covid-19 and its variants continue to present challenges, the guidance from federal, state and local authorities varies and is ever-changing. Therefore, in order to avoid confusion, the Office for Catechetical Formation, in consultation with the Office of Catholic Education Covid-19 Task Force, created one, systematic plan for Archdiocesan Parish Religious Education Programs which are returning to in-person instruction for the 2021-2022 academic year. This plan keeps the protection and safety of our parish children, most of whom are not vaccinated, foremost by mitigating exposure to the Covid-19 virus.

1. **Waiver:** Each student must have a signed and dated Archdiocesan Covid-19 waiver on file. If a parent/guardian refuses to sign the waiver, the family is offered a home-based catechetical plan.
2. **Masks:** All adults, teens and children are to be masked before, during an in-person instruction session and at dismissal until safely outdoors.
3. **Social Distancing:** Desks or seating must be three feet apart.
4. **Classroom or Instructional space:**
  - **Environment:** Keep well ventilated to the greatest extent possible to circulate fresh air;
  - **Seating Charts:** Important for Covid-19 tracing if someone tests positive and was present at PREP;
  - **Shared School classrooms:** Do not change the desk or other furniture set up.
5. **Educational and Hygienic Supplies:** The parish or families should provide hand sanitizer and tissues; educational materials such as crayons, markers, paper products, etc. should not be shared.
6. **Cleaning and Sanitizing Shared Space:** Rooms, bathrooms, high traffic areas and any shared space must be cleaned and sanitized after each PREP session. For guidance, go to: [www.cdc.gov/coronavirus](http://www.cdc.gov/coronavirus)
7. **Monitoring Student Health:** Parents/guardians should monitor their child's health and not send a sick child to PREP.
8. **Tracing and Reporting:** If a student or an adult volunteer tests positive for Covid-19 or a variant, immediately contact the local County/City Department of Health for guidance.

*N.B.: Delaware County is under the state Department of Health.*

Please be assured that this plan will be constantly monitored and adjusted if conditions improve or deteriorate. The Directors/Coordinators of Religious Education will be notified of these changes immediately via email.

*C: Most Reverend Michael J. Fitzgerald, Rev. Stephen P. DeLacy, Dr. Andrew McLaughlin*