

# **Basilica Parish of the Sacred Hearts of Jesus and Mary Religious Education Policies and Procedures 2020-2021**

August 14, 2020



The COVID-19 pandemic necessitates an ongoing revision of policies and procedures. The health and safety of all and good learning experiences for our children are our overarching concerns for our program.

We expect that three situations will occur:

1. Classes are held in-person, in the school building, as circumstances permit.
2. Class are Faith in Action activities, done at home.
3. Scheduled in-person classes cannot be held and classes are held by Zoom or other means.

## **1. Classes are held in-person, in the school building, as circumstances permit:**

**Concern for the health of all:** Masks are worn by all while they are in the building. Social distancing is maintained. Snacks are not permitted. Students use the restroom at home before they come to class to minimize the use of the restroom.

The program monitors and catechists will give further directions for maintaining a safe environment.

**Policies to maintain good order during in-person classes are listed at the end of this memo.**

## **2. Class are Faith in Action activities, done at home**

Faith in Action activities are intrinsic to the religious education program. They provide an opportunity for students to interact with parents and other adults and do activities that cannot be done in a classroom. Please assist younger students with these activities and give encouragement and direction, as needed, to older students.

Hard copies of these activities will be given to students in advance, when possible. The activities will also be available on the parish website and will be emailed to parents. After the activities are completed, students bring them to the next in-person class.

## **3. Scheduled in-person classes cannot be held and classes are held by Zoom or other means.**

At times it may not be possible for a scheduled class to be held in person. In that case, the catechist will communicate with parents to set up a Zoom call or another way of being in touch with students.

## Policies to Maintain Good Order During In-Person Classes

**Attendance:** Regular and prompt attendance at each scheduled session is strongly encouraged, as long as parents deem it safe for their child to attend. If for any reason a child is unable to attend class, please contact the child's teacher in advance.

**Arrivals:** It is important that students be on time for class. No one is allowed into the building until the door opens 10 minutes before class begins. If you arrive early you will be directed to wait in the lobby or outside. This allows teachers time to set up and allows our staff time to secure the building for your child's safety. Students in grades 1, 2, and 3 should be brought to their classroom by their parents and never simply dropped off.

**Departures:** At the end of class, parents of grade 1, 2, and 3 students must come to their child's classroom for dismissal. Other students will be brought to the building entrance by their teachers. No parent will be allowed to go to a classroom prior to the end of class. Parents are not permitted in the building during class time, except for special programs.

### **Class Etiquette:**

Students are expected to be respectful and attentive. Remember that catechists are volunteers and we will not expect them to deal with any student whose behavior is disruptive.

Cell phones and all other devices are to be *silenced and stowed away* during class time.

Students are requested to use the restroom at home before they come to class.

Any form of vandalism is not tolerated; restitution is made.

*Possession or use of an illegal drug, alcohol, or tobacco will result in immediate suspension.*

**Cancellation of Classes:** If the Southampton public school district cancels classes or after-school activities because of weather or other concerns, then in-person religious education classes are cancelled that day. Classes by Zoom may be held in place of those classes. If classes are cancelled because of an emergency at Sacred Hearts, parents will be contacted by text, using the cell phone number given on the registration form.

## General Information

**Parent meetings:** As parent meetings are scheduled, parents will be informed by email and text well in advance and also posted on the parish website [www.shjmbasilica.org](http://www.shjmbasilica.org). Your attendance at parent meetings is an important component of your child's religious education.

**Contact Information:** To contact our Religious Education office:

- Email: [reled@shjmbasilica.org](mailto:reled@shjmbasilica.org) (Email is checked each day by the Religious Education Team.)
- Phone: 631-283-0508 (Office is open only on Wednesdays during the school year.)

*Thank you for all you do  
to promote and support the religious education of your child.*