

Dear Parents and Guardians,

As you are aware, the current COVID-19 pandemic represents unique challenges in the educational process. Our Lady of Grace is committed to carrying out our calling to care for the faithful, especially the most vulnerable, in this time of need, by providing religious education, sacramental preparation and RCIA in a safe environment.

Because of social distancing requirements, **classroom size must be reduced**; however, rather than only one weekend class per grade, we will offer two options for Sunday instruction, one from 8:55 to 9:50 and one from 10:25 to 11:20. We are also offering two options for 9th and 10th grades, one on Wednesday evening and one on Thursday. Once registration is complete, additional options may be explored in order to effectively and efficiently provide instruction.

Until such time as restrictions are relaxed, we will forego Pre-K and Kindergarten classes. This is usually our largest class and we do not have the facilities to social distance this group as additional rooms are needed for the older classes. When conditions change, this class can be resumed.

To facilitate safe ministry the following actions will be taken.

- **All classrooms and adjacent areas will be sanitized before every class.**
- **All students, catechists and any other participants are required to wear face masks.**
- **Check-in by each student is required before entering the classroom. Parents should remain with their child until check-in is completed.** The check-in station will be in back of the RE building and will open 10 minutes prior to start of class and close 5 minutes after class starts. Anyone arriving outside of those time frames must report to the DRE's office.
- **Participant's temperature will be taken with a no-contact thermometer** at the time of check in. Anyone registering a temperature above 98.6 will be immediately sent home.
- **Hand sanitizer will be provided for the child's use before entering the classroom.**
- **Social distancing requirements will be met during class.**
- **Each student will have his or her own bag containing all materials** needed for class. They will get their bags upon entering the classroom and put them away before leaving. No one else will use their materials.
- **Snacks and drinks will not be allowed during classes.** Class duration has been reduced by 20 minutes. Water will be available in the DRE's office in the event of an emergency.

Restrooms will be locked. If a child must use the restroom, he/she should report to the designated person in charge of facilities. The restroom will be unlocked and the child will be accompanied so sanitation can be accomplished after use and before the restroom is locked again.

On the Registration form you will notice a new option, **Family Faith Formation at home**. Please check the area if you are interested and enter the grades of your children. This takes the place of classroom instruction for **1st and 2nd grades and 4th through 8th grades only**. The cost for this option is the same as classroom instruction. Each month you will be provided the materials to teach your children at home. **This option is in lieu of, not in addition to, classroom instruction.** At this time, **this option is not available for 3rd grade or high school.**

I hope this information is helpful as you make decision regarding your family's needs. Please do not hesitate to contact me if you have any questions.

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Religious Education Registration 2020-2021
Separate Registration form for each child

**Registration Fee: \$20 - one student
or \$30 per family**

Student's Name _____ Date of Birth ___/___/___ Sex: _____
Last First
New RE Student? Yes ___ No ___ *Check Sacraments Already Received: ___ Baptism (Catholic-Other)
___ 1st Reconciliation ___ 1st Holy Communion
School Grade ___ Age ___ School currently attending: _____

Class Selection - Please indicate 1st and 2nd choices.

Grades 1through 5 Sunday ___ 8:55-9:50 ___ 10:25-11:15 Wednesday ___ 7:00-8:00

Grades 6-8 Wednesday ___ 7:00-8:00 Thursday ___ 7:00-8:00

Grades 9-10 Wednesday ___ 7:00-8:00 Thursday ___ 7:00-8:00

Confirmation is a two year program, High School Juniors/Seniors meet on Sunday - separate schedule on the calendar

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Parent/Guardian Information:

Mother Last name _____ First _____ Father Last name _____ First _____

Mother's Religion _____ Father's Religion _____

Street Address _____

Number Street City State, Zip Code
Mailing Address if P. O. Box _____ Home Phone: _____

Email: (Mother) _____ **Email** (Father) _____

Mother's Cell Phone: _____ **Mother's Work Phone** _____

Father's Cell Phone: _____ **Father's Work Phone** _____

Emergency contact if parent cannot be reached:

Name _____ Relationship _____ Phone: () _____

*Does Child have any medical or learning problems? YES ___ NO ___ (check one).

If yes, please explain _____

**Children primarily reside with: _____ Both Parents ___ Mother ___ Father ___ Other

**Any special family circumstances of which we should be aware?

PARENT/GUARDIAN PERMISSION FORM AND LIABILITY WAIVER

Parent/Guardian Name (Print): _____

Home Address _____

Phone #s _____ (home) _____ (cell) _____ (work)

I, _____ grant permission for my child _____ DOB _____ to participate and attend all activities and programs sponsored in coordination with Our Lady of Grace Catholic Church Religious Education Program and/or Church Youth Organization. I understand that if an event requires transportation to a location away from the Parish site, I will be notified prior to the event. I also consent to the use of photographs, videotapes, or any other visual/audio reproduction in which my child may appear. I understand these materials are being used for the purpose of promotional materials, scrapbooks, or news articles for Our Lady of Grace Church.

As a parent/legal guardian, I understand I remain legally responsible for any actions taken by my child named above. I agree on behalf of myself, my child named herein, our heirs, successors and assigns to hold harmless Our Lady of Grace Catholic Church and its various organizations, the Religious Education Program, and the Archdiocese of San Antonio and the activity sponsors/drivers from any liability for illness, injury or fatality from or in connection with my child's attending the activities/events sponsored by Our Lady of Grace Catholic Church.

Parent/Guardian Signature Date

Medical Consent and Permission to Treat

To the best of my knowledge my child, _____ is in good health, and I assume all responsibility for the health of my child. In the event of an emergency, I give permission to transport my child to a hospital for emergency treatment. I wish to be advised prior to any further treatment by the hospital or doctor.

Name of Family Physician _____ Phone Number _____

Please provide a copy of your insurance card, front and back.

Medical Insurance Carrier _____, Policy number _____

My child is taking medication and will bring all medication with him/her and it will be clearly labeled. My child is taking the following medications, which includes directions for taking this medication, including dosage, frequency and storage:

My child _____ has the following allergies _____

My child has the following limitations _____

My child's immunizations are current and up to date _____ Yes _____ No

I hereby give permission for non-prescription medication (such as cough drops, Tylenol, etc.) to be given to my children with my expressed permission: I grant permission _____ Yes _____ No

I give medical permission and consent for treatment. Parent/Guardian Signature: _____
Date _____

Appendix B

Our Lady of Grace Religious Education is dedicated to preventing the transmission of COVID-19. We are following CDC guidelines for sanitation, social distancing and face coverings. Even with these precautions, infections are still possible and may result in serious illness or even death. If you have concerns about your child's safety or your child or someone in your household in a vulnerable population you may opt to have your child participate in religious education by correspondence. Packets will be prepared each month for you and your child to complete at home. If you have questions about whether your child or a family member are in a vulnerable population, please visit the CDC website: <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/other-at-riskpopulations.html>

We are also exploring the possibility of virtual classes via the internet, but at this time we are not in a position to offer them. If this should become an option in the future you will be notified. If you have expertise in this field and would like to assist in exploring virtual instruction, please contact the DRE. **In the event that on-line instruction is offered in the future, Appendix C must be completed and returned in order to participate.**

Appendix C

PROVISIONS FOR INFORMED CONSENT FOR MINOR PARTICIPATION VIA TELECOMMUTING (COVID-19)
This Informed Consent for minor participation via telecommuting contains important provisions for using the phone or the internet during the period of the current COVID-19 pandemic. Please read this carefully, and let your religious education directors/coordinators or youth ministers know if you have any questions. In accordance with the Code of Conduct enacted by the Archdiocese of San Antonio, all ministry with minors via telecommuting will occur with two qualified adults in the sessions at all times. For purposes herein, telecommuting refers to participating in religious education classes, youth groups, or other meetings remotely using telecommunications technologies, such as video conferencing or telephone. Risks to confidentiality. Because telecommuting takes place outside of the normal gathering places on parish grounds, there is potential for other people to access these conversations or stored data could be accessed by unauthorized people or companies. You are solely responsible for obtaining any necessary equipment, accessories, or software for your child to participate in telecommuting, as well as for ensuring the security of such equipment, accessories or software for your child's participation. Recording. The telecommuting sessions shall be recorded by the religious education coordinators/youth ministers solely for auditing purposes and such recordings may not be published in any form, including any social media forums. Parent/Legal Guardian Informed Consent This agreement is intended as a supplement to the registration forms for in-person ministry with minors and does not amend any of the terms of that agreement. Your signature below indicates agreement with its terms and conditions.

I agree to allow my child, _____, to participate in religious education/youth group participation via telecommuting with religious education/ youth group qualified adults at _____ (Parish Name), during the COVID-19 pandemic.

Guardian Signature Date Parent/Legal

