



Saints Francis & Clare of Assisi
Roman Catholic Church

Saints Francis and Clare of Assisi Religious Ed & Youth Ministry Sunday Morning Check-in Procedures

Second semester RE/YM Sunday morning programming will begin in person on Sunday, January 10.

Class time 9:45-11:10.

Students and parents will be required to wear masks during their entire time in the building including during their class session. Please bring a mask for yourself and your child. If you/your child do not have a mask upon arrival, one will be provided for you.

Please enter the **cafeteria** from the exterior doors by the parking lot. Check-in begins at 9:30. All four doors will be open and labeled with an alphabetical range. Select your entry door based on family name. **PLEASE WEAR A MASK AND HAVE YOUR CHILD IN A MASK UPON ENTRY.** Proceed to the proper check-in table based on last name when the person in front of you is finished. Please maintain social distance of 6 feet as possible.

Religious Ed for Elementary Students

Volunteers will escort elementary students to their classrooms. **Parents are not permitted beyond the check in tables in cafeteria.** A parent or other responsible party **MUST** walk in and check in elementary children **every week**

REYM volunteers will walk young students to class from the registration area and then from class to a designated pick up area to reduce the number of people walking through the building.

Elementary catechists will escort their classes to the cafeteria. They will dismiss to the cafeteria, youngest to oldest on this timeline: **Kindergarten** will dismiss from exterior door in classroom (labeled Door 10) & **1st grade- 11:00; 2nd & 3rd-11:05; 4th & 5th 11:10.** Children will be dismissed only to a parent or their designated representative. Please let the teacher know you are there. **They may not walk themselves out.**

MIDDLE SCHOOL AND HIGH SCHOOL YOUTH MINISTRY

6th, 7th, and 8th grade students should report to the cafeteria to check in and receive their small group assignment. **Middle School youth are required to check-in @ the main REYM Check-in Tables upon entering the cafeteria every week!**

Middle school youth may check themselves in without a parent present and they will then be directed to their classrooms.

High School students who are participating in the **Leadership and Discipleship Class** this year will meet in the Youth Room (near Hospitality Room/Coffee and Doughnuts). They may enter through open church doors. They do NOT need to check in the cafeteria. Dismissal will be from Youth room as well.

Middle school and High School students will be released at 11:10. Please chat with your youth about your meeting location. They may leave through Door 16 at the back of the building (parking lot between building and ECM); you may drive around and pick them up there if you

Details for all students/classrooms

While in the classroom, students will be assigned seats (limited moving around) and have an individually labeled container of personal classroom supplies (no shared supplies). Student workspaces have protective three sided Plexiglas shields at each assigned seat.

Volunteers will wear masks in the classroom.

The REYM team will ensure that classrooms and shared spaces are properly sanitized before and after class and will provide for hand washing/sanitizing opportunities for students during class time.

Prior to entering the building parents will be responsible for screening students for symptoms of Covid-19 such as cough, shortness of breath, or flu-like symptoms. Also, ensure that students are fever free for 72 hours without fever reducing medication before dropping off at REYM.

These policies will be revisited as needed in order to comply with the most up-to-date recommendations and requirements from health officials and the Archdiocese of Indianapolis.

**Contact Patricia McGill or Emily Ketzner with questions.
317-859-4673**