



# INFECTION PROTOCOL

## WHAT TO DO IF SOMEONE GETS SICK

### PREVENTION

The steps outlined in the *Health and Safety Requirements* section should be followed to mitigate risk of exposure and spread of COVID-19.

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## Response to COVID-19 Symptoms

### STUDENTS

- If a student is exhibiting a fever or two or more other COVID-19 **symptoms**, they should be immediately separated from others (ideally in a separate room with clear line-of-sight with a responsible employee). Students should never be left alone and must always be supervised while maintaining necessary health and safety precautions of social distancing and use of PPE. Parents should be immediately contacted so the student may be taken home. Parishes should utilize other emergency contacts if parents are not reached.
- Parents should be encouraged to read the **CDC guidance for caring for oneself and others** and contact their doctor if symptoms become severe.
- For students that see a doctor and it is determined the illness is not COVID-19, either through a test or the doctor's diagnosis, the student may return to the parish on-site program when symptoms subside with a doctor's note confirming the negative COVID-19 diagnosis.
- Students should not return until they have met CDC's **criteria to discontinue home isolation**, which currently includes:
  - Three days with no fever **and**
  - **Other symptoms** improved by 75 percent **and**
  - 14 days since symptoms first appeared
- Students should be allowed to complete and submit work remotely during time away from religious education classes. Faith formation lessons may be emailed home to students/parents for at-home learning while absent from religious education classes.
- If a student is positively diagnosed for COVID-19, follow the Isolation Protocol outlined below.

## EMPLOYEES, PARISH CATECHETICAL LEADERS, AND CATECHISTS:

- Employees, parish catechetical leaders, and catechists should be familiar with the **Phase 1 Parish Employee Guidelines**.
- If an employee, parish catechetical leader, or catechist is exhibiting COVID-19 **symptoms**, they should be immediately sent home. Employees and catechetical leaders should be encouraged to read the **CDC guidance for caring for oneself and others** and contact their doctor if symptoms become severe.
- If the employee, parish catechetical leader, or catechist has symptoms but has tested negative on a COVID-19 test, they should remain at home until symptoms disappear. They must provide a doctor's note or the documented COVID-19 test results before being allowed to return to school.
- Employees, parish catechetical leaders, and catechists should not return until they have met CDC's **criteria to discontinue home isolation**, which currently includes:
  - Three days with no fever **and**
  - Other **symptoms** improved by 75 percent **and**
  - 14 days since symptoms first appeared

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## Confirmed COVID-19 Case and Isolation Protocol

The following steps should be implemented if a program participant, volunteer or employee is positively diagnosed with COVID-19:

1. Follow the information gathering and reporting protocol outlined **here**. For the purposes of religious education and youth ministry, any student on campus concurrently with the infected participant should be notified, however:
  - a. Do NOT share any personal details regarding the infected individual. In the case of students, the catechist or volunteer who ministers directly to the student's cohort may be informed that the student will temporarily discontinue or partake in virtual programming.
  - b. Be specific as to whether the infection occurred within the cohort of the student/family being notified.
2. The student, employee, or volunteer should remain at home and monitored for ongoing symptoms, as described above.
3. The student or catechist's classroom/work area should be thoroughly cleaned. Windows in the area should be opened to maximize air flow.
4. The parish catechetical leader or youth minister should carefully monitor the health of students and catechists who are part of the infected individual's cohort. If a second student or catechist in the cohort is diagnosed with COVID-19, the entire cohort will quarantine. The parish catechetical leader should work with Justin Lombardo, co-lead of the Archdiocese's COVID-19 Task Force, at **[jlombardo@archchicago.org](mailto:jlombardo@archchicago.org)** for further instructions before initiating a cohort quarantine.
  - a. When cohorts are quarantined, the entire cohort (students and employees/catechists) are sent home. They are asked to remain home until they have met the CDC's **criteria to discontinue home isolation**, which currently includes:
    - I. Three days with no fever **and**
    - II. General **symptoms** improved by at least 75 percent **and**

- III. 14 days since symptoms first appeared or
- IV. 14 days since exposure to the infected individual(s) for asymptomatic individuals.
- b. The parish catechetical leader or youth minister will work with their pastor to decide if/when some or all of the cohort members will return to the religious education program.
- c. Parish catechetical leader or youth minister should inform all families, employees, and catechists when a cohort is placed in quarantine, again ensuring that no personal information is disclosed about the infected parties.
- d. The parish catechetical leader or youth minister should continue to closely monitor the health of all non-quarantined students, employees, and volunteers.
- 5. In cases of widespread outbreaks in a religious education program (particularly multiple cohorts), an entire program may be quarantined.
  - a. Catechetical leaders should work with Justin Lombardo, co-lead of the Archdiocese's COVID-19 Task Force, in determining if a program-wide quarantine is needed in which case, on-site religious education programming should be held virtually, or temporarily suspended, until the program-wide quarantine is lifted.
  - b. In cases of widespread outbreaks in a parish school that is sharing space with a religious education program, the school principal should be informed of the outbreak in cases where space is shared. The parish catechetical leader should then either move classes into parish spaces or hold religious education classes virtually until the school space may safely be used again.
- 6. Students should be allowed to complete and submit work remotely during time away from religious education classes. Faith formation lessons may be emailed home to students/parents for at-home learning while absent from religious education classes.

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## COVID-19 Exposure of Family Members

In cases where students, employees, or volunteers have exposure to individuals (such as an immediate family member) who are COVID-19-positive in their home, the following steps should be followed:

- The individual should be asked to remain at home for at least 14 days from last exposure to their family member, or in the event the employee continues contact with their family member, 14 days from the time when their family member has met the CDC's **criteria to discontinue home isolation**, which currently includes:
  - Three days with no fever **and**
  - Other **symptoms** improved **and**
  - 14 days since symptoms first appeared
- Parishes should be particularly mindful of this approach for families that have multiple siblings in a religious education program. For example, if a child or parent in the family is diagnosed with COVID-19, the entire family should remain at home until the conditions above have been met.
- Students should be allowed to complete and submit work remotely during time away from religious education classes. Faith formation lessons may be emailed home to students/parents for at-home learning while absent from religious education classes.

Questions? Please contact [ReopenREYM@archchicago.org](mailto:ReopenREYM@archchicago.org).