**St John the Baptist/St Adalabert**

**Faith Formation Programming 2020-2021**

Families will choose from one of the options below during Registration and Book pick up. The Family will remain with that option until January 2021, at which time they may re-evaluate. Please contact Faith Formation Office to discuss further options or special circumstances. Please see handbook for further details on this year’s programming options.

* **Registration and Book pick up - September 13, 2020 from 9:00-12:00 in school cafeteria**
* **All Classes begin on October 4, 2020 at 9:00am**

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| **Option 1- In Person Classes**:* Students will meet 3 times a month for In-person classes from 9:00-10:15 am
* Family Faith and Sacrament Formation will take place virtually 1 time a month via recorded session
* Classroom capacity is limited
* Students will follow guidelines set forth by CDC for Social Distancing and Safety amid the current Pandemic
* Face Masks must always be worn
* Movement is limited in building
* Temperature Checks and Health monitoring in classroom
* All Classes are recorded for at home learners
* Class attendance is expected via in person or online (for those absent) to move onto next level
* Mass attendance is expected via in person or online
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| **Option 2- At Home Learning:*** Weekly lesson will be posted to website by 6:00pm Sunday evening, 3 lessons a month
* Family Faith and Sacrament Formation lessons will be posted 1 time a month
* Classwork must be completed before the following Sunday at 6:00pm
* Classwork submission serves as class attendance, late work will not be accepted for attendance but is expected to be completed
* Class attendance is expected to move onto next level. Class recording will remain on website indefinitely
* Mass attendance is expected via in person or online
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| **Plan C- Virtual At Home Learning/All Students: (Administrative decision)*** Weekly classes and assignments will be recorded and posted to website by 6:00pm Sunday evening
* Family Faith and Sacrament Formation lessons will be uploaded 1 time a month by Sunday evening at 6:00pm
* All assignments must be completed and submitted by the following Sunday at 6:00pm
* Weekly Mass obligation is in place and can be experienced in person or online
* Virtual Learning will remain in place until there is a marked decrease in the spread of COVID in our immediate area, this will be at the discretion of the Faith Formation Department and our Pastor
* Families will be offered the option to remain At Home learning as they see fit.
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**COVID 19 Symptom Screening:**

**Fever of 100.4 or above**

**Cough**

**Shortness of breath**

**Chills**

**Repeated sharing with chills**

**Muscle Pain**

**Headache**

 **Sore throat**

**New loss of taste or smell**

**Individuals who exhibit one or more of the above symptoms which are not otherwise explained must stay home from all in person classes**

**St John the Baptist/St Adalbert**

**Faith Formation**

**Program Handbook 2020-2021**

*DRE- Mrs. Jamie Sandona*

During these times of uncertainty, we continue to hold tight to our faith and trust in the presence of our loving God amidst the challenges we are facing.

Re Opening our Faith Formation program for In person classes is certainly a goal for us here at St John and we are striving to reach that goal. The following has been created and approved by our Pastor for Faith Formation programming for the St John the Baptist/St Adalbert Community for the 2020-2021 program year.

This document will outline the program as well as to serve as a handbook for this 2020-2021 program year. This plan is subject to change according to the guidance of the CDC, Governor Mandates, Bishop McClory and our Pastor.

**Registration- Parent Only Please**

* Faith Formation Registration will be held on September 13, 2020 from 9:00-12:00 at St John School. Please enter door B and proceed downstairs to the cafeteria. Masks must be worn when you enter the building.
* Copy of Sacrament Certificates should be brought at this time. (for sacraments that took place outside of St John the Baptist Church)
* Fees should be brought at this time- Checks payable to St John the Baptist. All fees must be paid in full before April 1st. Payment options are available
	+ Parishioner fee is $80.00 per year. “*Active” Parishioner are those who attend Sunday Mass weekly at St John the Baptist/St Adalbert Church and support their parish with their time, talent, and treasure. Whether a financial donation is made weekly or not we ask that you please place your family envelope in the collection when you attend mass. Attendance is recorded through use of these Sunday envelopes. Students will be given their envelopes at registration. Any parishioner who becomes “Inactive” during the Faith Formation year by not attending Mass will be responsible for the non-parishioner fee*
	+ Non-Parishioner Fee is $130.00 per year. This fee scale is for those families who wish to send their child to St John the Baptist Faith Formation Program but belong to and worship at another parish.
	+ Sacramental Fees will be sent under separate billing
	+ Classroom space is limited due to social distancing guidelines
* Student books will be passed out at this time
	+ RCL Benziger for weekly curriculum and Dynamic Catholic for Sacraments
* Classes provided this year are as follows
	+ Level 1 Introduction- Mandatory class for all children in their 1st year of Faith Formation/Assessment
	+ Level 2 - 1st Reconciliation Preparation using the Dynamic Catholic “Blessed Program” in addition to the Grade Level Curriculum, (Level 1 is required prior to entering Level 2)
	+ Level 3 – 1St Communion Preparation using the Dynamic Catholic “Blessed Program” in addition to Grade Level Curriculum, (Level 2 is required prior to entering Level 3)
	+ Level 4- Grade Level Curriculum in addition to Church Sacraments and Devotions
	+ Level 5- Grade Level Curriculum in addition to Saints and Service
	+ Level 6- Grade Level Curriculum in addition to Introduction to Discipleship- Mandatory class for all children preparing to enter Confirmation Formation Program/Assessment
	+ Confirmation Level 1- Grade Level Curriculum in addition to Decision Point Confirmation Program (Level 6 is required prior to entering)
	+ Confirmation Level 2- Grade Level Curriculum in addition to Decision Point Confirmation Program, Confirmation takes place this year (Level 1 is required prior to entering)
	+ RCIC- Rite of Christian Initiation for Children will be scheduled in January. This program is for students who are in need of catching up on Sacrament Formation
* Pre-Screening questionnaire and in class Wellness check resource provided at registration
* Health Protocols Handout provided at registration
* If you are unable to attend this registration date and time, please contact the Office of Faith Formation to set up an appointment to register your child.

**Program**

**Classes begin on October 4, 2020 at 9:00am for all students**

At registration, each family will choose between **In Person** classes or **At Home eLearning**. Your choice will continue through January at which time you may re-evaluate your decision. Special circumstances surround each family and we will work through those as they surface. In addition, the **Virtual Learning** option can be implemented at the direction of the Office of Faith Formation through the guidance of our Pastor at any given time based on the level of spread in our immediate community.

Please know that there are many guidelines set out by the CDC, State of Indiana, Bishops of Indiana, and our Pastor that we must follow for **In Person** classes. Those will be outlined below. If you have any concerns regarding the mandated guidelines, please contact the Office of Faith Formation to discuss the options.

Our Catechists/Teachers are learning and practicing their Classroom Streaming Options and skills. We will be using either of the following two platforms, Zoom Meetings or a recorded Unlisted YouTube Stream. These recorded and Live Streamed lessons will be used for our At Home Learning Students, absent In Person learners, as well as for Sacrament Formation and Family Faith Sessions. All recorded or streaming lessons will be posted onto our parish website under the Faith Formation Tab/Faith Formation Classes, visit www.stjohnbap.org. Each Catechist/Teacher will have their own classroom under the Faith Formation tab which you will be able to access at any time for the lessons

Because we are recording and streaming all events, **attendance at all classes is considered mandatory** to move on to the next Level. Recorded lessons will never be removed from our parish website so access will remain unlimited.

**In-Person Learning**

* Arrive between 8:45 and 8:55am at Door B. Doors will be closed at 9:00am. If your child needs entrance after the doors have been closed please contact Mrs. Sandona directly via Cell Phone.
* Everyone who enters the building is required to wear a face mask at all times. Masks may be removed when the child returns to their parent’s car.
* Temperature checks will be conducted at the door or in the classroom for all children. Any child with a temperature of 100.4 or above will be sent home. Please pre-screen your child for wellness before sending them to class
* Hand Sanitizer will be used before entering classrooms.
* In class *“generalized”* Covid Symptom screening will take place at the start of each class by the Catechist, a copy of the questions will be provided to you in the parent registration packet. Any child feeling ill will be moved to our extra room and the parent will be called. Please use this screening tool/questionnaire as an evaluation tool before you send your child to Faith Formation.
* Students should bring a water bottle to class each week as water fountains are not in service
* Bathroom visits are emergency only during the current Pandemic
* All desks are spaced 6 feet apart and children will remain in their assigned seats while classes are in session
* All classes will be recorded using Zoom Meetings or an unlisted Youtube link. All recordings will be posted onto our parish website [www.stjohnbap.org](http://www.stjohnbap.org) under the Faith Formation Classes tab.
* Each student will be provided with their own set of supplies for class, please do not send in any personal belongings. Student supplies will be kept secure in a large durable bag and kept on site by the Catechist.
* Students must bring their Class Workbook with them weekly. This will be sent home at registration.
* If a child is absent for a session they are to visit the parish website, [www.stjohnbap.org](http://www.stjohnbap.org) to access the lesson, complete the work and submit it to their class teacher on the following class date. It can also be dropped in the Rectory Drop Box located inside the side entrance to the Rectory, this door is always open. This submission of classwork will be used as attendance for the child’s missed class. Late work will not credit child for attendance.
* Students will be dismissed by oldest to youngest starting at 10:15am. Oldest will stop at their younger siblings’ classroom to escort them out of the building. Only siblings can leave together.
* All other children will be escorted to Door B for dismissal by their Catechist. Level 1 Students will need a parent to come to the door to pick up their child.
* One monthly Family Faith/Sacrament Formation Session will be recorded and posted to the website for access and completion by all students prior to following week. Attendance is expected by student and parent/sponsor. Please check Faith Formation Schedule for more information.
* Weekly In-person or Online mass participation is required. See weekly Classroom postings for more information and weekly question.
* Visitors are not permitted into the building during the current Pandemic.
* Parents must report to Parish Faith Formation Office if there is a positive Covid-19 test in their household or if there is a necessity of quarantine in their household.

**At Home Learning Students**

* Families who are more comfortable with their child staying home during this Pandemic will be provided with At Home eLearning instruction for their child’s Faith Formation Class.
* Faith Formation Classes will be recorded Live then uploaded to the Parish Website [www.stjohnbap.org](http://www.stjohnbap.org) under the Faith Formation Tab/Faith Formation Classes/Classes
* All lessons will be posted by Sunday evening.
* Lessons must be completed by the following Sunday evening at 6:00pm.
* All weekly work needs to be submitted through the means outlined by classroom teacher. Another option is to place the assignment in an envelope labeled with the Teachers name and drop it off in the **Rectory drop box by Saturday evening.** Located in the side entrance of the Rectory, open at all times.
* At Home eLearning attendance is taken based on work submitted weekly. Late work will not be accepted and will not credit student for attendance.
* One monthly Family Faith/Sacrament Formation Session will be recorded and posted to the parish website under the Faith Formation Classroom post. Attendance is expected by student and parent/sponsor. Please check Faith Formation Schedule for more information.
* Weekly In person or Online mass participation is required. See weekly Class postings for more information and weekly question.

**Attendance**

Consistent attendance at In person or At Home Learning via online class is crucial to your child’s faith development and readiness to move forward and prepare for their Sacramental journey.

The following guidelines will be adhered to

* Participation in weekly scheduled classes is expected through the mode of learning chosen by the parent at the start of the year.
* If your child is unable to attend In-person learning one week due to prior commitments, they are still able to complete the class and assignments via the At Home eLearning platform. Visit [www.stjohnbap.org](http://www.stjohnbap.org) and follow the Faith Formation tab/ Classes for the weekly lesson. All students who miss an In person class must submit the classwork for the missed class the following week during In-person classes. This homework submission is record of the child’s attendance at class.

**Sunday Mass Obligation**

Sunday mass participation is a requirement for all students in the Faith Formation Program, especially for the students in Sacramental years, Level 2, Level 3, Confirmation Level 1 and 2.

* Although some families may not yet feel comfortable coming to In person worship each Sunday. For those families, you are asked to watch Mass online at [www.stjohnbap.org](http://www.stjohnbap.org). The link to mass is on our Parish website home page, you just need to scroll down. It can also be found on our Parish Facebook page, St John the Baptist Catholic Church Whiting in.
* For those who are comfortable attending Sunday Mass In person you should call the rectory each week to reserve a spot for you and your family. Masks are required
* For families who attend a parish other than St John the Baptist or St Adalbert’s. Please make sure you have provided the parish affiliation information on your registration packet.
* Mass attendance at any parish is tracked by usage of weekly Sunday envelopes. Please use your family envelope as well as your child’s envelope when you attend mass. The student envelopes will be provided at registration. If you are not receiving **family** envelopes delivered to your home from your parish, there is a possibility that you are not registered at the parish. Please make sure you call the parish to register your family.

**Resources**

The Catechists will be using a number of resources this year through In-person, E-Learning, Sacrament Formation, and Family Faith Sessions. Below is a list of those platforms which will be used. None of the platforms require a download on your device. However access to a device will be necessary. This list can change as time moves forward

* [www.dynamiccatholic.com-](http://www.dynamiccatholic.com-) Blessed Series as well as Decision Point (Sacrament Formation)
* [www.formed.org-](http://www.formed.org-) On-line Formation Sessions
* [www.BeMyDisciples.com](http://www.BeMyDisciples.com) - Flourish website
* [www.stjohnbap.org](http://www.stjohnbap.org) Parish Website for Streaming Mass, Up to date information, Newsletters, E Learning and Family Faith links under Faith Formation Tab/Faith Formation Classes
* [www.zoom.us](http://www.zoom.us) for Live sessions

**Safe Environment Programming**

Students typically participate in 1- 2 Safe Environment lessons a year to meet the Diocesan Safe Environment requirements for Faith Formation Programs.
Due to the abrupt suspension of in person classes during the 2019-2020 program year, students were not provided with their Safe Environment Lessons. The lessons that were missed will be made up in the Fall of this program year followed by this year’s lessons conducted in the Spring time.

Please see program calendar for session dates. All Sessions will be recorded and posted to website.

* **Adult Catechists and Volunteers:**
	+ All program Catechists/Teachers/Adult Volunteers are required to be Virtus Compliant. They are either actively participating in the training or have completed the Safe Environment programming required by our Diocese.
	Any parent that wishes to volunteer is absolutely more than welcome to do so, however they must first register online for the Virtus, Protecting God’s Children Program, and attend the in person training program, [www.virtusonline.org](http://www.virtusonline.org). Please contact the Office of Faith Formation if you are interested in assisting with this Faith Formation Program or a different ministry within our Faith Community

**Diocesan Statement for all Catholic Schools**

“Coronavirus and COVID-19 Warning: The risk of exposure to coronavirus exists anywhere that people (and even pets) are present, especially in larger groups. According to the Centers for Disease Control and Prevention, the virus spreads easily between people and can cause severe illness and even death. The risk is higher for certain people. Risk factors include being 65 years of age or older or having serious underlying medical conditions.

By attending a Diocese of Gary School, you voluntarily assume all risk related to exposure to viruses, including the coronavirus that causes COVID-19.

Enhanced health and safety measures have been recommended to protect each of us. You must follow all posted instructions while attending a Diocese of Gary School.”

If you have any questions or would like to discuss programming options, please feel free to contact the Office of Faith Formation at the number listed below.

**Sincerely,**

**Mrs. Jamie Sandona**

**Director of Religious Education**

**219-659-0023**

**jsandona@stjohnbap.org**