

## **Attendance Policy**

**Regular weekly attendance at all class sessions is expected and should be norm for all our faith formation students. All make up work is required for all missed classes. It is up to the parents and students to ask their catechist what they missed and turn it in the next class to get that absent excused.**

*We grow in knowledge and love of God as we get to know and believe what the Catholic Church teaches.*

If your child will be absent please call the Faith Formation Office ahead of time with the reason of absence, or write a note. Students who have missed more than 1/3 of their scheduled classes will have the option of completing the work at home over the summer months.

**All makeup work must be completed before they can register for the next upcoming Religious Education year. If a student has missed a year or so of formal faith formation, makeup work is required. See the Director of Faith Formation to discuss possibilities.**

## **Policy for Drop-off and Pick-up**

Parents who are dropping off students in grades one through four must accompany their child/ren into the building. If your child's catechist/teacher is not there, you must remain with your child until the catechist arrives. In addition, the parent's will sign the students out of class when they come back to pick up their child/ren. Parents are not to drop off their children in the parking lot or leave their child/ren unattended in the building.

For grades five and up, we ask that you park in a designated parking space (not the fire lane) to assure no accidents when students leave the building. Please be on time so that our catechists and other parent volunteers can go home their families.

When faith formation student needs to be dismissed early from class, parents are asked to write a note or tell the catechist prior to class time.

## **Behavior Guidelines for Students**

We encourage all faith formation students to be attentive, respectful, and considerate of themselves and others in the classroom.

### **Misbehavior in the classroom and in the program will not be tolerated.**

Misbehavior includes such actions as stealing and destroying property, fighting, being disrespectful or uncooperative, and using inappropriate language or gestures, leaving the classroom or the parish building without permission during class time.

**Parents will be immediately notified by telephone of the behavior**, and they will be asked to come to the Parish Office to pick up their child. If this behavior is repeated, the student will no longer be welcome in class and transferred to the Home Program option (if applicable)