

St. Raymond Religious Education Attendance Policy/Code of Conduct 2014/2015

ATTENDANCE/LATENESS

Students are required to attend class on a weekly basis. No more than four (4) absences per year are permitted. If the child is going to be absent or late, a call or e-mail must be made to the Religious Education office on, before or after the day child will be out or late

If a child is frequently absent, the parent is required to send a doctor's note to the Catechist explaining the reason for each absence. The DRE will determine the number of absences and late arrivals permitted before the child is required to make up the missed material.

For students in grades 6-8 (Confirmation Prep Program), it is required that if they miss a class due to sports activities, drama or music, they need to make up the class on another day (6th grade) or evening (7th & 8th grade). **The parent must notify the office and a make-up class will be assigned to the child.**

ACADEMIC CONTENT/POLICIES

Parents are recognized as the primary teachers to their children in the faith. Parents and student are expected to know the child's teacher's name.

All children are expected to arrive to class with their book and a pen or pencil to write with.

Religious Education of children is a cooperative effort of parents, Catechists, Catechetical Leaders and the entire parish community. Parents are encouraged to be in communication with their child's catechist and DRE. The Religious Education office will communicate with the parents on a regular basis either by mail, School Reach or by sending letters home with students.

STUDENT CONDUCT/DISCIPLINE

Rules to be abided during class:

- Student must be courteous and respectful of the catechist at all times.
- Walking out of class, speaking out or disturbing the class will not be tolerated.
- Student must be courteous and respectful of fellow students. Bullying of any kind is not acceptable.
- There is to be no hitting, punching or grabbing of another child's person or property.
- Any type of verbal abuse by a student to the catechist or a fellow student is not permitted.
- There is to be absolutely no destruction or handling of the bulletin boards, desks, supplies in the student desks or blackboards in the St. Raymond School halls or classrooms.

Action:

- 1st offense – will be handled by the student and the catechist.
- 2nd offense – will be handled by the student, catechist and DRE.
- 3rd offense – will be handled by the student, catechist, DRE and parent.
- 4th offense – will mean dismissal from the class and alternate plans will be put into effect after discussion between the DRE and parent.

(please continue on other side)

BATHROOM

Parents are encouraged to remind children (especially primary grades) to use the bathroom before they come to class. However, if a child (primary age) comes to class directly from school; the parent must accompany him/her to the bathroom before classes begin. If a child has a physical condition that might require frequent bathroom usage, the parent must notify the DRE and catechist.

VISITORS

Under no circumstances are parents/guardians/relatives/friends of the Religious Education students permitted to roam the halls of the school building. If a student needs to be dismissed early, the parent/guardian must notify the Religious Education office prior to the early dismissal. On the day of the early dismissal, the parent/guardian must come to the Religious Education office; at that point, the student will be brought to the parent in the office.

TEXTBOOKS

All Religious Education textbooks used are in conformity with the guidelines published by the United States Conference of Catholic Bishops.

Students are required to have their textbooks with them each week when they attend class. If a student forgets his/her book, they will attend the class that day without their book – a book cannot be borrowed for the day. If a student loses his/her book, they will need to purchase another at the price and shipping cost of the book (\$25.00).

HOMEWORK

All Religious Education teachers are permitted to give the students in their respective class homework. Homework is given in order to reinforce what the children learned in their lesson for the day.

Parents/guardians should review homework assignments, help the children to understand them and make sure they are completed. If a child repeatedly does not do their homework, the Catechist will notify the parents. If the child continues to come to class with incomplete homework assignments, the DRE will call the parents to discuss the situation.

CONFIRMATION GUIDEBOOKS – GRADES 6, 7 & 8

Parents need to take an active role in helping and guiding their child in completing their Confirmation Guidebooks. This responsibility is given to the parents because they need to take their child to Mass so their child can complete the Mass reflections that are included in these guidebooks. The parents should review the guidebooks to ensure that their child is keeping up with the work to ensure their full completion by the end of the Religious Education school year.