



## **PARENTAL INFORMATION**

### **REGISTRATION**

Parents must be registered, practicing Catholics at St. Aloysius or St. Francis Xavier Parish in order to have their children participate in the Cresson Catholic Community Religious Education Program. If the student was not baptized at St. Aloysius or St. Francis Xavier, a baptismal certificate must be provided at the time of registration. Every family must submit and adhere to the Parent Promise Contract stated on the registration form to be enrolled.

### **TUITION**

Each student will be asked to pay a small \$25 tuition fee, to help defray the costs of student texts and school supplies needed for the program. When more than one child is enrolled, we ask for an additional \$15.00 per child again to defray the cost of materials. If this is a financial burden, please let us know. Please make checks payable to your parish of registration.

### **COMMUNICATIONS**

If parents have any questions on program policies, classroom material, assignments, etc., they should contact the teacher directly (communication info will be given out in class), or the DRE - Deborah Baker @ 814-886-7504. Announcements about changes in the schedule and upcoming events will be published in the weekly church bulletin, the Remind app., as well as on our parish website and our Facebook Group Pages. Please check these sources frequently. We ask that an email address be supplied as an efficient way of communication along with signing up for the Remind app.

## **OPERATIONAL RULES**

### **CLASS TIME**

The Cresson Catholic Community Religious Education Program – Scheduled Classes for Grades 1-11 are held Sunday mornings (August – April) - **9:15-10:45am** - in the St. Aloysius Faith Education Center. Please see schedule for exact dates. Parents please make every effort to see that your child arrives to start class at 9:15am and is picked up promptly at 10:45am.

### **PARKING LOT SAFETIES & COURTESIES**

We are very concerned for our students' safety! According to established procedures, **parents and guardians are to meet their young children, grades 1-5, at the rear school door to walk them to their cars. The younger students, grades 1-5, will not be permitted to cross the blue painted line by themselves to look for their rides.** Please be advised this will be strictly enforced. The road in front of the school can be used to drop-off of students before CCD, but it cannot be used as a drive-thru for pick-up of students. A traffic horse will be used to block that road after the start of CCD. **When it is necessary for your child to leave with another parent, a note stating the date and parent name is required. For the safety of the students, they will not be dismissed with another child or parent without this approval.**

## **ATTENDANCE**

Regular attendance at Religious Education Classes is extremely important. If it is necessary for a student to miss class, please notify the program by calling 814-886-2669 and leave a message. Missing classes and other required functions are not acceptable. A series of misses will require a meeting with the Pastor. If misses are excessive, a determination will be made by the Pastor and DRE, and a testing of the student's knowledge of the prior year's instruction will be needed before advancing them to the next grade level. Attendance at parish Penance Services is expected and will count towards the CCD attendance year. The hours of attendance at all of these events add up to the required hours needed to fulfill the Religious Education year.

## **CANCELLATION**

Regularly scheduled days off and days off for holidays are listed on the schedule for the year. In case of inclement winter weather, making it necessary to cancel CCD, we will post an announcement on WTAJ TV10 news.

## **ASSIGNMENTS**

Sometimes your child may be given an assignment to do at home. It is a good idea to ask your child each week what he/she did at CCD and if he/she is to do any assignment for the next class. Since we have your child for a very limited time, it is important for you, the parents, as the first and foremost educators of your child, to work with your child at home. This can be done by helping with assignments, living your faith in the home and by your example.

## **HEALTH AND SAFETY**

If your child has any allergies, physical, medical, behavioral or learning problems, please notify the teacher or the DRE at the start of the school year. In the event of a custody agreement, a copy of the court order must be provided.

We ask the parents to provide the Religious Education office with an emergency phone number, other than their home phone so that a parent or another adult can be reached during Religious Education class time in case of an emergency. This information is to be provided on the registration form.

## **SCHOOL AND CHURCH PROPERTY**

Respect for St Aloysius Faith Education Center and St. Francis Xavier property- that is, the building, grounds, furnishings, textbooks and educational materials, is expected from all students. Textbooks and folders are to be kept free from graffiti. Deliberate damage to any school or church property or loss of textbooks will result in replacement costs by the student and/or parents.

## **DISCIPLINE**

Each child has a right to a disciplined learning environment. The general classroom atmosphere and attitudes are based on self-discipline. Parents are expected to cooperate with teachers in instructing children in the importance of self-discipline and respect for others. To maintain a disciplined environment and to encourage self-discipline, the following rules of conduct have been established.

## **STUDENTS ARE EXPECTED TO:**

- Enter the Faith Education Center quietly, orderly and respectfully.
- Listen to the directions and corrections of teachers and supervising personnel.
- Not damage or misuse any School or Church property in any way.
- Ask to go to the lavatory, if necessary, before class starts.
- Not vandalize the lavatories or loiter in them.
- Walk, not run, in hallways, stairs, or rooms.
- Always use their best behavior and not do anything to disrupt the order of the classroom.
- Not talk when the teacher or a student who has permission to talk is speaking.
- Raise their hand for permission to speak or leave their seat.
- Have respect for the property of others and not take anything that does not belong to them
- Always have respect and support for teachers and classmates and never make fun of them or fight with them.
- Never use vulgar language.
- Always use extreme caution in and around the parking lot.
- Always be courteous and polite to all - saying "please" and "thank you".
- Not have food or drinks in the classroom. (unless permission from teacher)
- Be on time for class.
- Not have cell phones, iPod, video games during class time. Teachers have the right to take away these items if they are found being used at CCD. Cell phones are not to be in use from 9:00 until 10:30 am. Texting in class is prohibited.
- Always dress appropriately for class...modest, casually nice, church clothes are recommended.

## **DISCIPLINARY ACTION**

If a student consistently fails to follow the stated rules by the teacher the following actions will be taken:

1. The student will be sent to Miss Baker // Religious Education Office and a phone call will be made to the parents to alert them of the behavior.
2. If the student continues to break the rules, a meeting between the parents, teacher and DRE will be held.
3. If the problem continues, the Pastor, parents, teacher, and DRE will meet with the student to work out a solution.
4. Serious offenses infractions that could or do interfere with classes and endanger other students and/or teachers will result in the removal of the student from our program.

***Thank you for your participation!***

***Any questions can be directed to our Director of Religious Education; Deborah Baker – 886-7504***