

West Bank Deanery High School of Religion Student Policy 2018-2019

1. Students in Year 1, 2, and 3 classes will arrive no later than 8:55 A.M. so as to begin promptly at 9:00 A.M. on one scheduled Saturday in each month (or otherwise noted). Students will assemble together for opening prayers and announcements. This assembly time is essential to your son or daughter's religious education and is considered an integral part of a student's class time. **Those students arriving after 9:00 A.M. will be considered tardy.**
2. **Tardiness is quite inconvenient to the teacher and to other students.** Please make every effort to see that your son or daughter arrives on time for class. **Three tardies will be counted as one unexcused absence.**
3. **Dismissal will be at 12:00 P.M. (Noon).** Students who leave early must bring a signed note from their parent/guardian stating the time and reason for early dismissal. Leaving without permission may lead to suspension or expulsion. If your son or daughter will be driving or walking to and from class, permission from parents is required. **Please be on time picking up your child.**
4. Parishes are required to monitor each student's attendance at Mass, which includes Sunday Masses and those held on holy days.
5. Students are required by the Archdiocese of New Orleans to attend a minimum of 30 clock hours of instruction. **A student should not be absent unless he or she is sick or there is a family emergency. There will be a limit of two absences during each school year. Continued absences may result in your son or daughter having to repeat the grade level. Make-up work will be required for ALL absences.** Students with contagious diseases will be asked to present a note from a doctor upon returning to class.
6. Students should dress modestly. Jeans are permitted. Inappropriate language/designs on any piece of clothing are unacceptable. Knee length shorts may be worn. Midriff shirts and biking shorts are not permitted. Students failing to dress appropriately will be asked to call home.
7. Gum is not allowed at any time.
8. **Students are responsible for their textbooks and folders. Should the student misplace or lose the textbook, a replacement fee of \$15.00 will be charged. If the student does not bring his/her textbook to class, a parent will be called to bring it.**
9. In addition to attendance at monthly classes, participation may be required in retreats. Students may also be required by their parish to complete a designated number of service hours. Service must be approved by the student's individual parish and recorded in that parish. Each parish, **not the West Bank High School of Religion**, is responsible for organizing retreats and monitoring service hours

10. The instruction of Christian values should begin with the family in the home. Charity, virtue, good manners, civility and due respect are expected from your son or daughter. We as catechists encourage sharing with and caring for each other. You have entrusted your son or daughter to us. For their well being, the following actions which constitute disruptive behavior will not be tolerated.

- **FIGHTING**
- **DISRESPECT TOWARD TEACHERS OR OTHER STUDENTS**
- **SMOKING**
- **DRUG / ALCOHOL / WEAPONS USE**
- **WEAPONS**
- **UNCHRISTIAN LANGUAGE**
- **STEALING**
- **CHEATING**
- **CELL PHONE USE IS PROHIBITED FROM
9:00 A.M.– 12:00 P.M.**
- **DAMAGING OR MARRING CHURCH PROPERTY**
- **DELIBERATE DISOBEDIENCE**
- **REPEATED VISITS TO THE OFFICE FOR
DISCIPLINARY REASONS**

Drug/alcohol/weapon violations will be reported to civil authorities as required by the Archdiocese of New Orleans and Jefferson Parish. Any disruptive behavior, such as the ones listed above, may result in suspension or, in extreme cases, expulsion. Students will be sent directly to the office to call a parent to be picked up. The Director and teacher must arrange a conference with the parent before the student will be allowed to return to class.

11. Candidates will normally prepare for Confirmation in the 11th grade. Candidates must be enrolled in and have attended religious education programs for at least two consecutive years prior to the reception of the Sacrament of Confirmation. (In the case of Catholic high school students, students must maintain a C or above average in religious instruction in their school and are required to attend **parish** Confirmation preparation in the 11th grade in order to be confirmed.)
12. Parents are to take care of all business matters in the office or write a note to the teacher or Director if there is a problem. In the spirit of cooperation, we encourage parents to try to work out any problems with the teacher by a planned Parent-Teacher Conference either before or after class. The Director will facilitate this meeting if requested.