

Saint Therese Faith Formation Policies

1. Show respect to all people. Name-calling, inappropriate language, teasing, bullying and hitting will not be allowed. Respect must be shown to staff, volunteers and fellow students.
2. Arrive to class on time and quietly.
3. Treat the buildings, furnishings, and property of the Church and any place we visit with respect.
4. Be aware that sometimes the catechist will be absent and a substitute will be needed. Never leave because you don't see a teacher. Ask at the Faith Formation Office at the actual start time if there is a teacher available. If no substitute is available, the class will be cancelled.
5. Read the bulletin, the Faith Formation newsletter, and the bulletin boards. There is always information about our schedule and important information about what is going on in Faith Formation.

Catechists have been asked to develop a set of class rules with the students on the first or second-class meeting. The class rules will be posted and followed. As a general rule, catechists will be asked to only accept behavior they would expect in their own home.

In the event a student breaks the rules while in faith formation, the following protocol will be followed:

1. The catechist may create a list on the board of students not acting appropriately.
2. The catechist will talk with the student outside the presence of the class about the improper behavior and its consequences.
3. The student will be sent to the Faith Formation office to be spoken to by a Faith Formation staff or Priest. Depending on the infraction, busy work may be assigned.
4. Parents will be called.
5. Parent will be required to sit in class for an agreed upon number of classes with their student.

Arrival and Dismissal Guidelines:

Students in the 4th grade and younger must be dropped off at their classroom by an adult, who must wait until the catechist is in the classroom. Please make every attempt to have the students in class by the scheduled class time. Likewise, students in the 4th grade and younger must be picked up at their classroom by an adult. Pick up time is used to pass along news and information. If a student is to be picked up early or by another adult, please notify the catechist in writing. Teen drivers are not to drive students other than family members. Students in grades 5-8 can be dropped off and released on their own at the parent's discretion.

Please do not use the Portico/drive-thru to drop off or pick up you children. The Church's traffic pattern states the "top" driveway as the entrance and the "bottom" driveway as an exit. Traffic is one-way around the buildings. Please observe the 15 MPH speed.

Student's Name(s)

Parent's Name

Student's Signature(s) for 5th grade and Up

Parent's Signature