

FAMILY POLICIES & PROCEDURES

FAMILY EXPECTATIONS:

- on time arrival and pickup of students (10:15 am and 11:45 am)
- regular attendance and participation at PREP
- attendance at weekend Masses (and family events)
- completion of makeup work to keep student current (turned in online or at next class); communication for more than 4 absences

ARRIVAL:

- Gym doors and Parish Hall doors will be unlocked from 10:00 - 10:15 am.
- PREP begins promptly at 10:15am. Doors will remain locked during class time for safety and security.
- Parking could be challenging, so come early, use side streets, and be patient!

LATE TO CLASS:

- Greeters will admit latecomers, who are signed in with a reason by a parent.
- The greeter will escort the child to their appropriate area.

DISMISSAL:

- Main doors (Gym and Parish Hall) will be unlocked at 11:40am. Please do not arrive early, as 10:30 mass will be exiting prior to our dismissal
- Dismissal will be from the classroom (K-4) and hall (5-8)
- Parents of K-4 will receive the student from the teacher at their room
- Levels 5-8 will be dismissed to the Parish Hall for pickup.
- Any adult OTHER THAN the parent will need to provide consent to pick up a student. A note signed by the parent must be presented at student arrival. (In an emergency, please call the Religious Education Coordinators)

EARLY DISMISSAL FROM CLASS (before 11:45 am) requires:

- signed prior notice with reason, person and time for early pickup handed in at arrival
- adult needs to sign out their student at the greeter table
- Greeter will retrieve the student
- More than 4 early dismissals will be counted as 1 absence

ABSENT FROM CLASS: Maximum of 4 absences.

- Students who miss any class will be responsible for makeup work
- Students who miss >4 classes may be evaluated before promotion to the next level

SESSION CANCELLATION:

- In the event of questionable weather, please check your email for communications from the office or student's catechist for cancellation updates.