

Cathedral of Saint Raymond Religious Education Program

Policies and Procedures

Arrival Procedures

- Door 1 opens at 8:45am.
- Sessions begin promptly at 9am.
- Students may not be dropped off sooner than 8:45am as there is no supervision available.
- Levels CGS-3 remain inside Door 1 with their Catechist until 8:55am and then proceed down to class.
- Levels 4-8 proceed down to their classroom immediately.
- If using the Valet (Families with ALL students in levels 4-8 only),
 - enter off Mason Ave. only
 - follow the building and pull up to Door 1
 - students must exit vehicle on curbside only
 - drivers should remain in vehicles
 - pull forward to ensure traffic flow and are careful not to block crosswalks
 - exit through the alley off Mason Ave. or Douglas St.
- If dropping off a child after 8am Mass, please bring your child/ren to Door 1
- Any family members staying in our free Coffee Bar, an RE Security Team member will bring you to the library

Cell Phones and Electronics

Cell phones and electronics can be disruptive to the mission of providing your child with a Religious Education. Upon entering the classroom or cathedral, cell phones and any other electronic equipment must be placed in the designated container for each class.

Meta glasses are not allowed in our Religious Education Program. If they are brought in, the catechist will send them home and a call will be made to the parent/trusted adult.

Code of Conduct

The time we spend with your children in Religious Education is limited. In keeping with the virtue of respect, appropriate behavior is expected from all students at all times. This includes (but is not limited to):

- Showing respect for God, adults and other students
- Respecting the rights and property of others
- Using appropriate language
- Following classroom rules

- Demonstrating reverent behavior in the cathedral and during other devotional activities

Persistent behavioral problems may result in the following:

- Student sent to the Religious Education office to discuss the situation with the Director.
- A phone call to parents.
- A conference between the Director, Catechist, student, and parent.
- Parents being called to pick up their child from RE immediately.

Communication

We will make every effort to keep you informed about the activities of the various programs through Flocknote emails. **Please watch your email inbox for a Flocknote with official notification of closing for inclement weather. Please make sure we have an accurate email address on file.** Please ask your child for any papers he may have received from the office or his/her catechist. **Please note: Flocknote is our primary form of communication.**

On Fridays, the Director sends out a **weekly Flocknote email** with updates for RE for the upcoming Sunday. Please watch your email (including your spam/junk folder) for this email.

Dismissal

- Trusted adults of children in levels CGS through 3, please have your child's placard visible and pick up in the hallway off of Door 26.
- Trusted adults of children (all levels) attending 10:30 Mass, please pick up your children in the hallway off of Door 26.
- Children in levels 4 through 8 not attending 10:30 Mass will be dismissed by Door 1. Parents can pick them up via the valet line that enters off Mason Ave and is dismissed off of Douglas Street via the alley. Parents of children in levels 1 through 4 can also park in the parking lot and walk up to Door 1 to pick up their child/ren.
- Children are **NOT** to walk or run throughout the parking lot without their trusted adult.

Dress Code

In keeping with the virtue of modesty, each student has the responsibility to dress appropriately for Religious Education. Dress for Religious Education is casual but must be appropriate for a Christian environment.

- Shoes are required at all times. However, bedroom shoes, slippers, and shoes with wheels or high heels are not permitted.
- Shirts are required at all times. Halter-tops, tank tops, backless tops, see through or mesh garments, tops with thin or no straps, or tops that show midriff or expose the body are

prohibited.

- Garments traditionally designed as undergarments may not be worn as outer garments.
- T-shirts/sweatshirts with alcohol, tobacco or sexual overtones are not acceptable, nor is clothing exposing any part of under garments.
- The waistband of shorts, slacks, skirts, shall fit at the waist. Underwear, midriff and backs should not be exposed
- Shorts must be at least mid-thigh in length.

Junior High Youth Ministry

Students in levels 6 through 8 will participate in Junior High Youth Ministry in the Cathedral Gym once a month (usually the first Sunday) from 9-10:15am. The students will have an opportunity to participate in a House System, earning points for completing House challenges, and individual challenges each month. More information will come for families with students in these levels.

Language

Students are expected to use respectful language when speaking to each other and to adults. Any type of swearing or profanity, either verbal or written, will not be tolerated.

Medical

Parents will be contacted immediately in the event of a medical emergency. Religious Education staff and catechists do not dispense or administer any medication to young people unless special circumstances warrant an exception. In this case, a dated note with written instructions from a provider and permission are required from the parent/guardian. Parents are asked to leave an emergency number, such as a cell phone where they may be contacted immediately, on the student's registration form.

Schedules

Schedules of dates and times for all levels are on our website www.straymond.net/religiouseducation and can be found at the bottom of the weekly RE Email. Additional copies will be available after that by request by emailing re@straymond.net

School Property

It is important that the students respect the property of others. While the students are in the classrooms, they will be using the desks of the daily school children. We ask our Religious Education students to bring their own supplies (catechists will have extra if needed) so there is no need to borrow or use anything in

the desks or classroom that does not belong to them. Students are to respectfully use the desks and chairs in the classrooms.