

### **Attendance Policies:**

It is the obligation of our parishes to provide a consistent and enriching program for our students. Students are expected to attend all classes and to be on time. Parents are expected to drop off and pick up their children on time.

**Elementary/Middle School Students** are encouraged to attend **ALL classes**. For this reason we offer classes on Sunday and Monday. Please choose the day that you will be able to attend the most classes. If there is an absence, each one will be dealt with accordingly between student, parent, DRE, and pastor.

### **Make-up Work:**

Students will be given a copy of the lesson he/she missed to take home and complete for the following class. Parents must sign the completed assignment.

### **Discipline:**

We are not anticipating any issues but it is important to understand what the guidelines are in the event an issue does arise. Please remember that our teachers **volunteer** their time for your children and are only rewarded with respect and prayers.

\*Should a child need to be disciplined he/she will be corrected only once.

\*If he/she continues to be disruptive he/she will be sent to the office where he/she will be given work to do until dismissal. The parent will be notified.

\*If the same child continues to cause a disruption, he/she will be sent to the office and the parent will be called to pick up the child and he/she will only be allowed to return to class if a parent sits in the class with their child to ensure he/she is not disruptive.

**Dress Code:**

It is the obligation of our church parishes to provide a proper educational and religious atmosphere which shall be conducive to the learning process as well as spiritual growth and morality. Students, teachers, and staff have the right to be free from distractions which hinder the learning process and go against the moral code. No mode of attire will be considered proper for school wear that distracts from or disrupts classroom learning. The DRE makes the final decision as to what is considered proper or improper dress according to the guidelines provided. The parish staff believes it is the responsibility of each student/parent to use good judgment in one's appearance so that the attention of others is not distracted from the purpose of their school.

	<b>Allowed</b>	<b>Not Allowed</b>
Boys	School approved uniform shirt or a shirt with sleeves. Pants or shorts <b>not more than 3 inches above the knee.</b>	<b>Sleeveless or cut- off shirts are NOT allowed. Shirts containing inappropriate words or graphics are NOT allowed.</b>
Girls	School approved uniform shirt or a shirt with sleeves. Pants/shorts/skirts/ dresses <b>not more than 3 inches above the knee.</b>	<b>Sleeveless, backless, strapless, low cut, or crop tops are NOT allowed. Shirts containing inappropriate words or graphics are NOT allowed.</b>
Shoes	Sandals must have a <b>strap in the back.</b> Tennis shoes are allowed.	<b>Flip flops, Crocs, Slippers</b>
Hats	<b>None</b>	<b>Please do not wear hats. Hats are not allowed in church. If hats are worn, they will be kept in the office until dismissal.</b>

**Dress Code Offense:**

1<sup>st</sup> offense: warning/reminder (phone call home)

2<sup>nd</sup> offense: parent will be called to bring a change of clothes

**Students will be going into the church, so they need to be dressed appropriately and respectfully. Please do not send children to class with unnecessary items that may cause a distraction such as sun glasses, purses, cell phones, hats, rubber bands, etc. Water bottles are allowed as long as they do not cause a disturbance.**