

Our Lady of the Lake Religious Education Program

Parish Policy

Attendance:

1. All children in grades 2-10 must attend 80% of their classes held during the school year. If any child is absent without notification for more than two classes, an inquiry will be made. If necessary, a conference will be arranged with the student's parent (s). Lessons must be made up for the week (s) missed.
2. Parochial School Students
Grade 2 – Students are required to attend Parish religious education classes
Grade 10 – All students must attend Parish religious education classes and other events (i.e. retreats) in order to complete the Confirmation program.
3. In case of any absence, please call the religious education office at 781-294-4571 to notify us that your child will not be in class that day. Voice mail is checked daily.
4. All students and catechists must be prompt. There is a lot of material to cover, please be courteous and arrive on time.
5. If there is no school for Silver Lake (i.e. holidays, school vacation, inclement weather etc.) there will be no religious education class. Please consult your lesson agenda for days in which class will not meet.
6. If you are unsure whether classes are cancelled due to inclement weather, please call the religious education office at 781-294-4571. A recorded message will advise you of class cancellations. Also class cancellations can be found on the Parish website, WBZ Channel 4, WCVB Channel 5, WHDH Channel 7 and Fox25.

Dismissal:

We ask that parents wait in the lobby for all students in grade 2-6. In order to ensure the safety of each child they will be brought from their classrooms to the hall for dismissal. Once all classes are in the hall parents are then asked to see their child's teacher in order to sign-out their child. In grades 7-10, teachers will release students from their classrooms at the end of class. For the safety of everyone parking is limited to marked parking spaces. Please do not block the entrance or exit, or block in parked cars as you wait for your child.

PLEASE NOTE: No student will be allowed to leave class early without a note from a parent, or guardian. The only exception to this rule is if the parent or guardian comes into the Parish Center and dismisses their child themselves. *This rule is in effect for the safety of the students.*

Conduct:

1. Students should be respectful of their teachers and their classmates, at all times. If a child misbehaves in the classroom, the teacher will speak to the child first, and if necessary the Administrator of Religious Education will speak to the child.
2. If a student persists in misbehaving and disrupting the class, the child will be asked to leave the classroom. He/she will not be allowed to return until both parent and child meet with the Administrator of Religious Education and the Pastor.
3. Based upon the severity of the behavior, disciplinary action may be taken by the Administrator of Religious Education (i.e. the student will be removed from the class and be required to complete the rest of the year at home or repeat the grade the following year).
4. Electronics (cell phones, ipods etc.) should be turned off during class. They should not be turned on, brought out or used at any time during classes or presentations. The first offense will result in the device being taken and returned at the end of class. A second offense will result in the child being sent to the office with the device, and a phone call will be made home.

Promotion:

1. Our Religious Education program is continuous from grade 1-10. First Communion is a two year program (grades 1 & 2). Your child must successfully complete all material taught at the present grade level before continuing to the next grade or receiving a Sacrament. Students must complete the 9th grade pre-Confirmation curriculum, before they can be enrolled in the 10th grade Confirmation Program.
2. Continuing to the next grade level is **not automatic**. If a child is registered in our Religious Education program and does not attend classes 80% of the time, then he/she will be required to repeat this grade level the following year. Exceptions can be made due to extended illness or injury.

Allergies:

Please fill out a red allergy form for each child with the specific allergy listed. In the event of an emergency we will need to have this information on file.

Community and Spiritual Activities:

During the school year the students in the Religious Education programs will be asked to participate in some Parish or Community activities affiliated with the program.

Baptismal Certificated and Sacramental Records:

All students enrolled in the program must provide a Baptismal certificate. If the child was baptized at Our Lady of the Lake, please inform us, as we have access to those records. If your child was not baptized at Our Lady of the Lake you may obtain a copy of the baptismal record from the parish where the sacrament was received.