Please read through the CCD policies and fill out the google form found in the link at the bottom of the page. Registration has been modified into one form. Email <u>skayab@gmail.com</u> with any questions or concerns.

CCD will begin September 20th with 1-6th grade classes at St. Joe's from 3:30-4:45 and grades 7-10 from 7-8. All grades at St. Andrew's will go from 6-7.

# **Program Policies**

**Safe Environment**: In union with the Diocesan policies to provide a safe environment for your children, all staff and volunteers who work with youth have had a background check and have received Safe Environment training.

**Guidelines**: Regular attendance is both encouraged and expected. If your child will be absent, please let his/her catechist know. If your child misses two classes without notification, we will call you. If your child has four consecutive absences, we will contact you to discuss whether your child will remain in the program.

No food or drink should be brought into the classroom. No toys or games. Children should not use the personal items located in the classroom desks. (items are the personal property of the children attending St. Joseph's Catholic School)

Shirts will not have offensive words or pictures. Cell phones, iPad (or other tablets), or any other electronic devices are not allowed in the classroom. They must be completely stowed in a backpack, or placed in a basket during the class period. The catechist has the authority to take them away during class. No fidget devices are allowed in the classroom, unless the child has a medical reason (provided by the parent) for such device.

Please make every effort to pick your children up on time. After class, children are to remain inside the building or in the parking lot until their transportation arrives.

**Transportation:** A bus will transport elementary students to St. Josephs after school. Parents can transport their own children, but other students will be required to ride the bus. The high school parking lot is very busy after school. For safety reasons, written permission will be required if elementary students want to walk on their own.

**Inclement weather:** If the Stratford Public Schools cancel classes due to a storm, all evening CCD classes will be canceled. When a storm occurs and the Public Schools have not canceled their classes, please call the parish office to confirm that CCD classes have been canceled. If Stratford Public Schools cancel classes due to an emergency, all CCD classes will also be suspended.

**Remind App:** Please join the remind app. Information will be sent via the app in the case of weather cancellations and other important information. To join the remind group send a text to **81010** with the message **@ccd20222** 

**Medication**: By law, catechists and other volunteers are not permitted to dispense medication of any kind. We will not administer aspirins or cold remedies. Students should not bring any medications to class.

**Parent Participation** : Parents are always welcome to visit their child's class. Additionally, we are always looking for volunteers who may be interested in getting involved in various ways with our CCD program. If you are willing to assist in the program, please contact St. Joseph & St. Andrew Parish Office Phone: 715- 687-2404 Email: skayab@gmail.com.

Here are some ways you can help: -catechist -catechist aide -substitute teacher -provide classroom snacks -chaperone for retreats -provide food for retreat.

**Mass Attendance**: In order to properly connect religious education, sacramental preparation, and prayer to the Liturgy, students and parents should make every attempt to attend Mass each weekend. It is impossible to expect a parish religious education program to succeed if the central act of worship is ignored. Class attendance cannot take the place of Mass.

## CODE OF CONDUCT

### **Disruptive Behavior:**

To prevent disruptions before, during, or after CCD class, the following code of conduct will be in effect. Behaviors that will not be tolerated include, but are not limited to: Bullying, being disrespectful, swearing, name calling and leaving class without permission.

Any other behavior or attitude infraction not listed above will be discussed between the teacher and the Coordinator of Religious Education (CRE) and determined at their discretion to warrant the next level of discipline

1st offense: the student will be warned and a phone call or email to the parent(s) will follow to inform of the infraction.

2nd offense: the student and parent(s) will need to meet with the Pastor to discuss the student's behavior in the CCD classroom, and how the student will stop the disruptions and behaviors.

If a child needs to contact their parent for any reason he/she may use the phone in the Parish Center office. If a parent must contact their child during that hour they may call the Parish Center office at 715-687-2404.

Questions about this agreement should be directed to the Coordinator of Religious Education via email: <u>skayab@gmail.com</u> or phone: St. Joseph & St. Andrew Phone: 715-687-2404.

## **Parents Role**

I acknowledge and agree to abide by the St. Joseph Parish CCD Code of Conduct Agreement. We understand that disruptive behavior and attitudes cannot be tolerated and impede the learning of all students.

I also understand and acknowledge the Pastor, Parish Council, Director of Religious Education, and all CCD teachers want to teach the faith and not push individuals away from the faith, the sacraments, or the Catholic Church with this Code of Conduct Agreement.

I am primarily responsible for the on-going religious formation of my child, including regular attendance at Mass, reception of the sacraments, participating in the life of the parish, and ensuring my child regularly attends religious education classes.

Further I authorize the staff of St. Joseph/St. Andrew Parish to contact emergency medical treatment in the event my child becomes seriously ill or is injured.

Fees, which include curriculum, textbooks, classroom supplies, and materials, are as follows: \$45 for one child \$85 for two children \$120 for three children The maximum family fee is \$120

If you are in need of financial assistance please contact the Coordinator of Religious Education to request a fee waiver. Payment is accepted by check or cash. Payment can be dropped off at the parish office or mailed.

Please make checks out to the parish that your family is registered with, not where your child attends CCD classes.

If you are registered with St. Andrew's Parish, please make checks out to: St. Andrew Parish.

If you are registered with St. Joseph's Parish, please make out checks to: St. Joseph Parish.

If you are not registered with St. Joseph or St, Andrew please contact the parish office at 715-687-2404.

Please mail payments to: St. Joseph and St. Andrew Parish Office Attn: Coordinator of Religious Education P.O. Box 6 Stratford, WI 54484

#### Student Registration

**CCD Registration 2023 - Google Forms**