



# CCD RULES, REGULATIONS, & GUIDELINES

SAINT MARY RELIGIOUS EDUCATION PROGRAM

## PARENTAL EXPECTATIONS

Parental support and cooperation is an essential element of Saint Mary CCD Program. Parents must reinforce the material taught. Parent/guardian **must sign** all homework assignments.

Parents should see that their child is in their assigned classroom **five (5) minutes before the beginning of class.**

Parents are to pick their child up on time.

Parents are to send a note if their child will be riding home with someone other than the parent/guardian.

Parents should see that their child attends Mass weekly.

**SAINT MARY HAS A ZERO TOLERANCE POLICY FOR WEAPONS OF ANY FORM.**

## STUDENT EXPECTATIONS

Students must show absolute respect for all CCD personnel, classmates, and property.

Students must come to class prepared (i.e., bring books, notebooks, etc., have homework completed and signed).

Students, if necessary, should use the restroom and get a drink of water **before** class begins.

Saint Mary permits NO CELL PHONES, or toys, etc., at class. Saint Mary is not responsible for lost articles.

## ATTENDANCE POLICY

**Students are to attend ALL classes.**

Students who are absent must bring in a **signed, dated excuse stating** when and why **the student was absent.**

There are four legal reasons for absence. They are (a) personal ill health of the student, (b) death in the immediate family, (c) impossible road conditions, or (d) family vacations (pre-approved by Catechetical Administrator).

Students who are absent must make up all work.

## EARLY DISMISSALS

**Saint Mary will not excuse students early from class unless there is a serious reason.** Any early dismissal must be first approved by the Catechetical Administrator. **Parent/guardian must come to the office to sign out their child. If we do not recognize the parent/guardian, I.D. must be presented.**

## CCD CANCELLATIONS

**CCD cancellations** because of inclement weather will be broadcasted on **WPXI-TV and WPXI.com.** WHEN CCD IS CANCELED ON A SUNDAY, **THERE WILL BE CCD ON MONDAY** unless we continue to experience inclement weather.

## DRESS CODE

**Students should dress appropriately for Religious Education. All students should be dressed modestly, with no undergarments showing. Inappropriate language or pictures are prohibited on any item in the school, including clothing, etc. No pajamas are allowed.**

## PLEASE TAKE NOTE!

## DRIVING ROUTE FOR CCD

The procedure for picking up children after CCD is to drive through the church parking lot and proceed to the CCD Building, keeping traffic going **one way.** Please follow this procedure and inform your friends/family members to observe this rule. **We do not allow any student to cross the road to a car parked on the opposite side of the street or to a car driving in the opposite direction.** You may also park on the side of the road by the CCD Building or in Saint Mary's lot adjacent to the building. **Do not block the Ambulance Garage entrance.**

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**PLEASE SIGN BELOW**

I have read and understand the CCD Rules, Regulations, and Guidelines.

\_\_\_\_\_ (student's name) \_\_\_\_\_ (student's grade)

\_\_\_\_\_ (parent/guardian signature) \_\_\_\_\_ (date)