

BUILDING PROCEDURES

For groups meeting at the Parish Center

For a variety of reasons, we have begun to require that all Faith Formation groups meet at the parish center. During the 2009-2010 year, all levels 1, 2 and 3 faith formation groups will be in the building in addition to children in other levels whose catechists have chosen to meet at St. Joseph.

Arrival and Dismissal –

- Every child must be accompanied to and from the classroom by an adult.
- Stairways are marked “up” and “down”; please use the proper stairways to help alleviate congestion.
- We ask that the children be in the rooms five minutes prior to the starting time so that the group can begin on time.
- For the safety of the children, we ask that parents please park in a designated parking spot and walk the child to either the “staff entrance” which is in the rear of the building across from the thrift shop, or to the “nursery school” entrance with the ramp which is a North Carll Ave. entrance, and then to the classroom.
- Do not leave your child in the classroom if the catechist is not present.

Hall Monitors – there are three hallways at the center that are used by Faith Formation. The ideal is to have parents volunteer to monitor each of these hallways when the children are in the building. Please call the Faith Formation office 587-4717 if you are willing to help with this effort. It involves occasionally escorting a young child to the rest room and back and sitting in the hallway to make certain that the children are safely in their rooms. It is a good opportunity to read the newspaper or a good book while your child is participating in a faith formation session.

Footwear – footwear with wheels is not permitted in the building.

Food - no food or drinks are permitted in the building during the catechetical sessions.

Toys, I-Pods, etc. – please leave all distractions at home. The children have only one hour per week to focus on their formal religious education.

Books – parents are asked to buy a work book for each of their children; the books are sold in the Faith Formation office. Please send the work book with the child each week.

If your child will be absent – please call the catechist if your child will not be present so that the catechist isn't waiting for your child to arrive before she/he begins the session.