

Requirements for Participation:

1. Your child must be 3 years old by September 30th
2. Your child must be toilet trained
3. A parent/guardian must participate by serving as a classroom aide several times during the year (usually 4-6 times a year). *Only parents serving as catechists during the class time will be exempt.*

Curriculum: Our Sunday Visitor's "Allelu" program.

Drop-Off/Pick-Up Procedures:

Parents must accompany their child to their classroom **no earlier than 5 minutes before Mass begins** – Please respect this rule and give the teachers time to prepare for class.

We are required to have TWO adults in the classroom at all times, if the parent helper does not show up for their assigned duty, class will be canceled! Therefore, when you drop your child off to the class you are to stay in the classroom until the parent volunteer shows up or someone willing to step in as volunteer stays.

Bring your child to the bathroom BEFORE dropping them in class.

PARENTS MUST pick up their children PROMPTLY after Mass – Don't stop for donuts first – Please respect the fact that the teachers need to get the classroom cleaned up and go home, too!

Attendance:

Regular attendance in the class is beneficial for both your child and the other children in the class. A child who attends only occasionally will not gain much from the program as it is developmental in nature.

Please make sure that your child is READY for a classroom religious education program – Don't make this the test to see whether he/she is ready for preschool! **Most of our volunteers are not professional teachers and are not prepared to deal with a child who is not ready to be in a preschool situation.** Your child should be able to sit still for short periods, handle simple tasks, follow directions, and be ready to separate from Mom and Dad.

Parent Aide:

Every family is required to serve in each of their children's classrooms as a parent aide on a rotating basis. We will email schedules via Sign Up Genius after the first class. **Please be sure to put those dates in your calendar.** ***The ONLY exception is the family of catechists teaching during that class time.***

As previously mentioned, ***if you do not show for your volunteer week, the class will have to be canceled*** unless another parent offers to step in for you.

If you have a conflict it is YOUR responsibility to contact the other families via the “swap” feature in Sign Up Genius to find a replacement. Notify the teachers of any changes, so they know who to expect in the classroom.

All parent volunteers are required to complete diocesan background screenings, including: Screening ONE form. Once you complete these forms they are good for 5 years! This is for your safety and your child’s safety.

Parent aides are an “extra set of helping hands” for the catechists. Each catechist may have different expectations. *Be sure to ASK them what they expect before class begins.* Essentially, you can help by being available for a child who is having a difficult time, escort children to restroom, assisting with craft and activities. The catechist will be responsible for leading the lesson but you can help. Don’t sit idle, participate! Remember, this is also a way for your child to see that you value faith formation and feel what they do is important.

Weather Closings:

Check your email or the website www.saint-mikes.org for closing information.

Call 527-1037 ext 17 and listen to voicemail for closing information. As always, use discretion, if you are not comfortable driving, do not come.

Special Situations:

If you have a child who requires classroom adaptations or special needs please contact me ASAP (this would include children with ADHD, ADD, Food Allergies, Diabetes, Autism, Downs Syndrome, etc...).

If you have any questions or comments, please contact Patti Kamper, Elementary Coordinator at 527-1037 or pkamper@saint-mikes.org.