



PSR - Parish School of Religion – Policies

The mission of St. Boniface Parish School of Religion (PSR) is to assist parents, as the first and primary educators of their children, in faith, morally and through the holy spirit, by providing catechism instruction in a classroom setting for students in grades Kindergarten through Fifth grade.

Parents are expected to actively participate in the PSR instruction by asking their child(ren) about their classes each week and expanding on the lessons in their home throughout the week via the Word of Life online materials.

Registration:

- Registration begins on August 1 for the PSR year.
- Complete an online PSR Registration form or;
- Complete a manual PSR Registration form and hand it into the St. Boniface Church office.

Arrival:

- Wednesday evenings @ 6:30pm – 7:45pm at the St. Boniface Catholic elementary school.
- Children are permitted to enter under the Clock Tower no earlier than 6:15pm.
- Children gather in Legacy Hall and will follow their Catechist to their classroom at 6:30pm.
- Each child will be given a Name Badge – they are to wear into & during class each week.
- Each Family will be assigned a number. This will be on the backside of the child's badge.
- Parents are not permitted into the school.
- There is a fee of \$5 to replace Name Badges
- Doors are always locked, and the front door locks at 6:45pm; no one is allowed to enter after this time.
- Parents if you arrive after 6:45pm please ensure your child is allowed to enter before leaving
 - The doors are locked at 6:45pm and there is no one at the door to open it after that time.

Dismissal:

- No child will be allowed to leave without their parent and/or guardian following these procedures.
- All classes will be dismissed from Legacy Hall (gym) at 7:45pm.
- Parents are to park and walk up to Legacy Hall to retrieve their child(ren).
- Parents make a single file line to approach the door.
- Parents the Family's assigned number to the Catechist at the door to ask the child to come forward.
- Family numbers are announced and the child will meet the parents at the door.
- All children picked up from Legacy Hall no later than 8:00pm.

- Please be on time to pick your child(ren) up.

Cancellations:

- Notification of PSR cancellation due to inclement weather will be via:
 - **Flocknote:** Parent's email address – ensure the coordinator has a current email (if you are not currently on flocknotes enroll at registration at www.flocknote.com).
 - If District 7 and/or St. Boniface is closed during the day; PSR will not be in session that evening.

Attendance:

- Parents will turn in a **DATED** ticket each week they attend mass in the children's stewardship or regular collection basket or hand it to the priest.
- It is expected that a child will miss **ONLY** for a most serious reason.
- The Diocese requires the parent to **notify** the PSR Coordinator concerning each absence.
 - Parents are expected to teach the student the lesson that is missed via Word of Life online book/materials.
- Students missing (6) six or more classes will repeat the same grade the following year.
- Children receiving sacraments will take those sacraments the following year if they miss more than (6) six or more classes.
- Parents are not to send their child to class with a fever and/or feeling sick.
 - Parents will be called to take their child home if the child request assistance from their Catechist due to illness.

Discipline:

- Each student has the right to a classroom atmosphere that is conducive to learning.
- Parents will be informed if a child is having discipline issues.
- Child will be removed from his/her classroom if disruptive and parents will be called to retrieve their child.
- A discussion with the Coordinator/Catechist/Father Jeff must take place before the child is allowed to return to the classroom.
- Father may also be informed dependent on the issue.

Communications:

- Parents may contact their child's catechist when needed.
 - Preference to contact the Catechist/Coordinator is outside of class before Wednesday evening begins. See the listing of Catechist/Coordinator's information under your child(ren)'s classroom online at <https://www.st-boniface.com/young-adult-faith-formation/parish-school-of-religion-psr/>
- Children are given notes, flyers, etc. periodically for the parents to review.
 - *Please check your child's bag, books, etc. for this information weekly.*
- Catechists will utilize email and phone to communicate with parents.
- Catechists' emails and phone numbers are available the first evening of class.
- General PSR information is available weekly in the bulletin.
- Questions can be directed to Jo Niebur, PSR Coordinator at jniebur@st-boniface.com and/or Tuesday/Wednesday 8:00am – 3:30PM