

Our Lady of Grace Catholic Church

18700 North St. Gabriel Way

Maricopa, Arizona 85138

Children & Worship Program Policies

For 3, 4 year olds and Pre-K Students



Coordinator: Patti Coutré

Phone: 520-568-4605

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Registration & Attendance

Families participating in this program need to be registered members of the parish. If your child is unable to attend class, a parent/guardian must call the church office at 520-568-4605 prior to class time. Since this program meets for just 16 sessions, it is imperative that your child attend all sessions. If your child misses three classes, he/she may be dropped from the class without a refund and a child from the wait list may be given their enrollment.

Classes

Classes are held during the 9:30 AM and 11:00 AM Masses. Classes are separated in two groups:

- Class for 3 year olds
- Class for 4 year olds and Pre-K students

There may be a combo class of 3 and 4 year olds depending on the number of registered students.

Each class may have up to 12 children facilitated by two volunteers (one catechist and one aide). It is expected that students will arrive 5-10 minutes before class starts and picked up within 10 minutes after class ends. Parent(s) or Guardian(s) must sign each child in and out for each class session.

Behavior

Children are expected to be potty-trained, and respectful of other students, teachers, volunteers and their classroom environment. If a student damages church property, parents/guardians will be held responsible. You will be notified of inappropriate behavior, after the third warning, the child may be removed from the program.

Safe Environment Policy

Our Lady of Grace Parish follows the Diocesan Safe Environment Policy, which means that if a Teacher, Aide or Staff Member has any reason to suspect a child or vulnerable adult is being abused physically, verbally or sexually, he/she is to contact the authorities immediately and then report it to Father. We will not investigate accusations, it is left up to the proper agencies.

Program Calendar

We will meet for 16 sessions on the following designated Sundays, October 2016 through April 2017:

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| 1. October 23, 2016 | 9. February 12, 2017 |
| 2. November 6, 2016 | 10. February 19, 2017 |
| 3. November 20, 2016 | 11. March 5, 2017 |
| 4. December 4, 2016 | 12. March 12, 2017 |
| 5. December 11, 2016 | 13. March 26, 2017 |
| 6. December 18, 2016 | 14. April 2, 2017 |
| 7. January 8, 2017 | 15. April 9, 2017 |
| 8. January 22, 2017 | 16. April 23, 2017 |

Registration

To register a child, the parent(s)/guardian(s) will need to complete a registration and release form and pay the fee of \$5.00 per child enrolled. Tuition payments are non-refundable. Registration is a first come, first serve basis. After classes are full, we will start a wait list.