

## *Parent's Role and Responsibilities*

Declaration of Christian Education, Vatican Council II

*"Since parents have conferred life on their children, they have a most solemn obligation to educate their offspring. Hence parents must be acknowledged as the first and foremost educators of their children. Their role as educators is so decisive that scarcely anything can compensate for their failure in it. It is particularly in the Christian family, enriched by the grace and sacrament of matrimony, that from their earliest years, children should be taught according to the faith received in Baptism, to have knowledge of God, to worship Him, and to love their neighbor. While belonging primarily to the family, the task of imparting education requires the help of society as a whole. As for Catholic parents, the Council calls to mind their duty to entrust their children to Catholic schools, when and where possible, to support such schools to the extent of their ability, and to work along with them for the welfare of their children."*

All parents or legal guardians, regardless of religious affiliation, are expected to adhere to the policies and regulations set forth in the Policy Handbook. Hereafter, legal guardians shall be referred to as parents in the remainder of the handbook. **If a parent or a parent representative violates any policy or procedure, consequences will follow, which may include but may not be limited to, being asked to leave campus or school activities, being banned from campus and school activities, student disciplinary actions (detentions, suspensions, expulsion), or being asked to withdraw your child.** Each student and parent must sign the Handbook Acknowledgement Form at the beginning of each school year as a statement of compliance to all policies, procedures, and consequences. **In signing this form, each party is stating full and clear understanding and acknowledgement of the policy and procedures in place for Resurrection of Our Lord School and agrees to follow said policy.**

It has been proven that a positive relationship exists between meaningful parental involvement and student achievement. Those parents who remain actively involved and supportive of the school have a long-term impact on the academic success, self-esteem, and motivation of their child. Parents are urged to play an active role in their child's education.

### **Parental Responsibilities**

The parent is the first teacher of his/her child and should develop in the child good manner, behavioral habits and proper attitudes toward school. Therefore, a parent should:

- Provide for your child the basic principles of the Catholic faith and foster your child's faith formation. If Catholic, families should celebrate all the Sacraments including Sunday Mass and Reconciliation.
- Provide for appropriate nutrition, medical care, and shelter. (Local resources are available if parents need assistance in these areas.)
- Teach the child respect for law and authority, the rights of others, and private and public property.
- Arrange for prompt and regular school attendance and comply with state and local attendance laws, rules and procedures. Drive responsibly on or near campus. Refrain from cell phone use in carpool and the office. Use required Dismissal Card during dismissal.
- Arrange for prompt pick up of students on early release days and from after care.
- Ensure that their child has their Conduct Report at school daily.
- Enter into a partnership with the school and recognize that the teacher takes the place of the parent while the child is in school.
- Show an interest in and talk with your child about school learning and activities, show an interest in all records given (graded papers, report cards, etc.) **Check with your child for any written communications on a daily basis.**
- **Keep phone numbers, emergency forms, and student records up to date in the school office.**
- Ensure the child wears the complete school uniform, including sweatshirt and jacket for cold months. Label all student clothing in multiple places. **(School is not responsible for lost items.)**
- Ensure the child follows all school policies, procedures, and regulations, accepts consequences accordingly, and uses electronics and internet responsibly.
- Report known or suspected bullying of students, parents, and/or faculty to administration.

- Work with the school in carrying out recommendations made in the best interest of the child, including counseling, evaluations, and discipline.
- Check in at the office and obtain a visitors pass when visiting the school.
- Read and familiarize yourself with all school policies.
- Please no talking during prayer and announcements when visiting the school office.

### Parent Conduct

Parents are considered an important part of the school community and should be aware that they also shape and form the reputation of the school. Parents are expected to adhere to the following when on or near school campus or when otherwise representing the school (ie. Athletic games, field trips, etc.):

- Parents and/or invited guests are expected to compose themselves in a respectful and dignified manner at all times regardless of circumstance. Parents and/or invited guests must refrain from arguing, being disrespectful to, or using foul or vulgar language in the presence of faculty, staff, or students.
- Parents and/or invited guests may not wear inappropriate clothing on or near school campus or in the presence of faculty, staff, or students. Parents may not wear see-through clothing, pajamas, slippers, robes, low cut shirts, extremely short skirts or shorts, low riding pants, muscle shirts, or excessively tight clothing. All undergarments must be covered appropriately. Clothing may not make reference to drugs, weapons/violence, or vulgarity.
- If a parent and/or invited guest exhibits any type of bullying, disruptive (YELLING, ARGUING, CURSING), threatening, harmful or inappropriate behavior toward others (school personnel, other parents and/or students) a complaint will be filed with local authorities and their child (or children) will be expelled and/or removed from Resurrection of Our Lord School.
- If a parent and/or parent representative refuses to follow school policies or procedures, their child will be expelled and/or removed from Resurrection of Our Lord School.
- If a parent and/or parent representative fails to meet the necessary obligations to ensure their child attends school regularly and arrives to school promptly, a report will be made to the proper authorities. Students missing more than the equivalent of seventeen days of school will repeat the grade. ***Students absent or tardy more than five days in any given month will be reported to the proper authorities.***

**Failure to comply with the above policy will result in the parent being removed/banned from campus, the child being expelled from school and/or authorities being called.**

#### *Louisiana State Truancy Law: Title 17, Section 221*

*All children between the ages of 7 and 18 (from the seventh to the eighteenth birthday) must attend a public or private day school, unless the child graduates from high school prior to his eighteenth birthday. Any child below the age of seven, who legally enrolls in school, shall also be subject to the provision of this subpart. Every parent residing within the state of Louisiana must assure the attendance of their children in regularly assigned classes during regular school hours as established by the school board.*

### Settlement of Financial Accounts

A student's financial account with the school is expected to be paid in full when due. This includes all appropriate fees, tuition payments, cafeteria expenses, and other financial liabilities. **Any student whose account falls more than 30 days behind is liable to suspension of services, and if the matter is not satisfactorily resolved, to dismissal. All financial obligations must be paid in full in order for students to participate in End of the Year Programs or Promotional Exercises.** Parents may be required to pay in cash, money order, or certified check at any time. ***All payments made in the month of May must be in the form of cash, money order, or certified check. Late fees are \$25.00 after the 15<sup>th</sup> of each month. NSF check fee is \$25.00.***

### Carpool Procedures

It is imperative that all parents be cooperative with the school and its employees when dropping off or picking up their children. Parents may not drop off or pick up their children at any place other than the designated areas. Students are not permitted to cross the street or lane of traffic to board or exit a car. **Parents may not park on campus or on the streets adjacent to campus, Hammond, Perelli, or Rosalia.** Parents may not walk across the lane of traffic to drop off or pick up a student, unless they live on Perelli St. In that instance, all caution must be maintained. All walkers are dismissed from the back of the office on the Perelli St. side. **All parents picking up walkers are required to use an official school Dismissal Card before the child can be dismissed. A new one may be picked up at the front office. All cars are required to use an official school Dismissal Card with the child's last name on it. The Dismissal Card should be placed in a visible area of the windshield, preferably hung from the rearview mirror using a pant hanger.** If a parent and/or parent representative does not pick up their child within 20 minutes of dismissal on early release days or from after care, authorities will be called and a report will be made to Child Protection Services. **If a parent and/or parent representative refuses to follow the drop-off and pick-up procedures more than three times, their child will be expelled and/or removed from Resurrection of Our Lord School.** All cars must have the official school Dismissal Card visible in order to pick up children in the carpool line. If you are picking up multiple families you will need a Dismissal Card for all families. Each family will get two Dismissal Cards. Please call the office if you need more than two. Adults without a Dismissal Card will be sent to the office to pick up the child. Identification will be required. A fee of \$1.00 will be charged for additional cards. **Cell phone use is prohibited while in any carpool line or in school zones. This is a Louisiana State Law.**

### **Field Trips**

Parents are not allowed to attend a field trip unless they are requested as a chaperone or the teacher is able to open the field trip to all parents. Chaperones are expected to monitor the students that are placed in their care by the teacher. Should the chaperone have an issue or problem he/she should notify the teacher.

### **Parents and Visitors**

Parents are always welcome at the school to observe and participate in programs and activities. However, having a parent in the classroom during the instructional period can be distracting to their child and other children. It also has the potential to interfere with the safety of all children. Therefore, it is not possible to observe classroom instruction. It is possible to observe students during lunch and/or recess. If a parent wishes to do so, he/she must make arrangements with the school office in advance, be accompanied by a staff member and show proof that they have participated in the Archdiocese of New Orleans Safe Environment Training. (Please do not show up at the school without an appointment and expect that you will be able to observe your child.) In order to safeguard against potential trespassers, all visitors (including parents) must report to the office, sign in, and receive a pass with a specific destination noted (ie. Room #). . Only visitors with legitimate business will be allowed on the school campus. Parents may not escort students to class.