

May 18, 2009

**TO:** Teachers and Students

**From:** Faith Formation Office – St. John Church – 635.5156

**Subject:** Inclement Weather and Discipline Policies

---

### **INCLEMENT WEATHER POLICY**

If classes meet on a school day and the Cromwell Public School cancels class in the morning or calls for an early dismissal, Faith Formation classes will be cancelled. To listen for Faith Formation Class closing, go to:

Radio Station **WTIC News Talk 1080** or

Web site: [www.wtic.com](http://www.wtic.com); [www.965tic.com](http://www.965tic.com); or [www.wrch.com](http://www.wrch.com) or [www.wfsb.com](http://www.wfsb.com)

Television: **WFSB Channel 3 Early Warning Network**

THIS YEAR TEACHERS WILL NOT BE CALLING HOMES

### **DISCIPLINE POLICY**

If a child is misbehaving, he/she will receive two warnings in class. If a third warning is necessary the child will be sent to the moderator whereby:

- They will write why they were sent
- Moderator will read description aloud
- Moderator will illicit from the student how they could solve the problem. They will brainstorm ideas if needed.
- Student will go back to class
- Student and teacher will have brief discussion immediately following class
- Moderator will notify parent

The second time the child is sent to the moderator's office the above procedure will be followed and the parent will be called immediately to have conference with the teacher, child, parent and moderator after class that day.

The third time the child is sent to the moderator, the above procedure will be followed and the parent will be asked to sit in on the next class.