



Holy Spirit Parish
Religious Education Program



Duty of Care Statement 2017

The Parish of Holy Spirit has a duty of care to the children attending the Parish Religious Education Program.

Your child's safety and well-being are most important, and we seek your support and co-operation.

We advise you therefore that:

- All Catechists and volunteers in the program have a current Working With Children Check.
- Grade 1, 2 and 5, Reconciliation (Grade 3) and First Holy Communion (Grade 4) classes commence promptly at 4.00pm and finish at 4.45pm. These classes will be held in the Parish Centre, church building or Parish Office.
- Confirmation (Grades 6 & above) class commences at 4.00pm and finishes at 5.00pm. This class will be held in the Parish Office.
- Supervision will be provided within the class rooms for ten minutes before and ten minutes after these times.
- All children must be dropped off and picked up promptly within these times directly to and from the class rooms.
- If you are delayed in picking up your child/ren, please make alternative arrangements.
- It is necessary that the Catechesis Co-ordinator or class Catechist is notified beforehand of any absenteeism from classes.
- Your child/ren's photo may be taken at special events or during classes and used to inform the Catechist Services Team at the Catholic Education Office or displayed in the Parish newsletters or notice boards. Please advise the Catechist Co-ordinator if you DO NOT want your child/ren's photograph to be taken.
- Should a medical emergency arise during class time, the emergency numbers you have nominated on your enrolment form will be contacted.
- In case of emergency, the Catechesis Co-ordinator can be contacted on 0451 951 043.

Fr Emmanuel-tv Dimobi
Parish Priest

Catherine Gawen
Catechesis Co-ordinator

I have read and agree with this document.

Parent's Dated Signature