

School Hours and Attendance

Cathedral School students will attend school for 180 days during the school year. The school day begins at 7:50 AM and ends at 2:40 PM. There will be only two days with an 11:30 AM early dismissal - the day before Christmas Break and the last day of school. A student must be in the building until 11:30 AM or for a total of 3 hours and 40 minutes to be considered present for the day.

Morning assembly begins at 7:50 AM on the basketball court. If weather doesn't permit this, students will assemble in the school hall. At the conclusion of morning assembly, the teachers will escort the students to their classrooms. Doors will lock at 8:00 AM at which time your child will be considered tardy. It is very important that your child attend morning assembly each day. It is the one time during the day when the entire student body joins together in fellowship. Also, announcements are made and students who miss them will be missing important and necessary information. Lateness disrupts not only the beginning of your child's day but also that of the teacher and other students. This is not fair to those that arrive on time. **If your child is tardy, you will need to escort him into the building and sign him in.** This is a safety measure that protects your child since you will be delivering him to our care. Simply dropping him off on the curb is not acceptable. The front door is the only door that will be used.

If your child needs to be absent from school, you should follow this procedure:

1. Call the school office and report the absence.
2. At this time, you should let us know if you will be picking up homework.
3. Homework will be available at 2:40.
4. Send a note to the homeroom teacher upon the child's return to school.

Absences due to illness, death in family, and family emergency/event are considered excused absences. Trips and vacations are considered unexcused absences. They should be scheduled during breaks that are noted on the school calendar. If vacations are planned during times when school is in session, the homeroom teacher needs to be notified prior to the vacation. The student's work will be saved and given to the student upon his return. **Teachers will not give assignments prior to the time they are given in class.** All make-up work will be completed by the date given by the teacher and at the teacher's convenience. It may not be possible to make up every assignment and/or activity and that will be left up to the teacher's discretion. Work missed due to unexcused absences will not be graded, but completed for the educational benefit of doing so. Arranging doctor and dental appointments during the school day is strongly discouraged. Please make a sincere effort to have all appointments made after school. If this is not possible, please send a note to the teacher the morning of the early dismissal. Students will be called from class when you arrive at the main office to sign them out.

Excessive absences or tardies will be brought to the attention of the principal and a parent contact will be made to seek resolution to the problem.