

**SUBJECT:** Religious Education Instructional Hours -- RE  
**NUMBER:** 6007  
**EFFECTIVE DATE:** 6/13/13

## **I. POLICY**

It is the policy of the Diocese of Green Bay that each parish will hold 30-35 hours of religious instruction hours in each academic year for all Religious Education programs. These hours may include the reception of the Sacrament of Penance, occasional Masses (such as Ash Wednesday), and seasonal prayer services. Sunday Masses will not be included in the above hours of instruction.

## **II. PURPOSE**

It is the purpose of this policy that Religious Education Programs in the Green Bay Diocese shall afford students sufficient opportunity to learn their Catholic Faith through course material and selected experiences.

## **III. RESPONSIBILITY**

It is the responsibility of each Religious Education Program administrator to ensure that the parish program includes the required number of class hours.

It is the responsibility of the administrator to establish an attendance policy and make the policy known to all catechists, parents, guardians and students.

## **IV. PROCEDURE**

- A. The administrator will prepare a yearly calendar which includes 30-35 hours of religious education instruction.
- B. The administrator shall make known to parents and students the expectation that students will attend these hours of instruction in order to learn the material offered each year.
- C. The administrator will review the attendance records from the catechists periodically.
- D. Parents will be contacted in a timely manner when students are absent unless they have notified the administrator or catechist of an expected absence.