



Supervision Policy

Issued by: The Most Reverend Matthew H. Clark
Revised by:

Date Issued: November 1, 2001
Last Revised:

KEY POLICY STATEMENTS:

- Students in Catholic Schools and participants in parish catechetical and youth ministry programs are to be supervised by a responsible adult at all times during all school days and sessions as well as during activities sponsored by the school/program.
- The principal/catechetical leader/youth minister should specify the responsibilities of the volunteers and the procedures to be followed in such cases as the supervision of students before and after class; procedures for entering and leaving the classroom; procedures for going to the lavatory; procedures should a volunteer need to leave a group unsupervised.
- The principal/catechetical leader/youth minister is responsible for assuring that each minor is dismissed according to the parent(s)/guardians(s) written instructions. In the case of an early dismissal, the parent/guardian should come to the school office to "sign out" the student.

APPLIES TO: All Diocesan Parishes and Schools