

HANDBOOKS: FACULTY, PARENT/STUDENT

The Office of Catholic Schools shall compile a faculty/staff handbook consistent with the policies and regulations of the Catholic Diocese of Peoria. Local policies may be added. The faculty/staff handbook should be distributed to faculty and staff members at the beginning of each school year. Faculty/staff members shall sign a statement that they have read the handbook and agree to its provisions and regulations.

A parent/student handbook of regulations shall be compiled by the administrator and made available to parents and students at the beginning of each school year. All parents are required to sign a statement that they have read the parent/student handbook and agree to be bound by its provisions and regulations.

Parents shall be promptly notified of any changes made to the parent/student handbook. In the event that disagreements about school handbook regulations cannot be resolved at the local level, the Vicar General (cf. G-111) shall be the final recourse at the diocesan level.

All local policies included in the faculty/staff and parent/student handbooks must be approved by the pastor, and in the case of diocesan high schools, by the Superintendent of Schools.

All Parent-Students handbooks shall include the following paragraph at the beginning of their handbooks:

Circumstances may arise in which (name of school) determines that changes are required in these guidelines and procedures. For this reason, (name of school) reserves the right, at any time, to modify, terminate, rescind or supplement any or all of the guidelines or procedures contained herein, and to take actions which may be contrary to guidelines, benefits, or procedures set forth in this Handbook.