

Immaculate Heart of Mary Emergency and Safety Procedures for Faith Formation

We take the safety of your children very seriously. With that in mind, please make yourself familiar with the procedures listed below.

DROP OFF/PICK UP PROCEDURES



At the beginning of each session, we start in the gym with a prayer and some information about what the lesson is for that week. At the end of the session, catechists will bring the children to the gym for you to pick them up. We ask that you come inside when you bring your children to Faith Formation and when you pick them up. This is for the safety of your children and to help ensure that everyone is picked up by the appropriate adult.

Our parking lots are very busy and we don't want any child to be harmed.

Please plan to arrive on time. Sessions begin at 8:50 am and end at 10 am. This is very important so that classes are not interrupted by children arriving at various times and so that no adult is inconvenienced by having to wait for you to pick up your child.

If you arrive after the children have been dismissed to the classrooms, please do not take your child to the classroom. There will be a hall monitor at the entrance who will escort your child. This helps us to monitor who is in the building.



If you have to pick up your children early, please let the Director of Faith Formation know in writing so we can have your child at the door when you arrive.

INCLEMENT WEATHER CLOSURES



In the event of inclement weather, Faith Formation classes will be cancelled if the Baltimore County Snow Emergency Plan is in effect. When we make the decision, the catechist of your oldest child in the program will call you with the information. It will also be placed on the Faith Formation office phone outgoing message. Or you can check the snow plan at

http://chart.maryland.gov/StormInfo/snow_emergency_plans.asp

EVACUATION PLANS

In the event of an emergency where we need to evacuate the building, we have developed exit routes for each classroom. The catechists have been given a copy of these routes. During the year we will have at least one drill for the children to be aware of the safest way out of the building.