

*St. Mary Parish*  
*Religious Education Handbook*  
*For*  
*Parents & Students*  
*2007-2008*

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## POLICY

Children entering the Religious Education program for the first time will be placed in a grade corresponding to their grade in school, provided they have been attending either Catholic school or Religious Education classes in their previous parish.

Students who are entering a grade in which a sacrament is to be received must have attended Religious Education classes or Catholic school the previous year. Students wishing to receive the Sacrament of Confirmation must have attended at least two years of Religious education or Catholic school prior to receiving this sacrament.

Children who have had no previous religious catechesis will be placed in a grade after an interview with the Pastor and Director of Religious Education. The decision for catching up on the missing catechesis will be decided by the Pastor and the Religious Education Director.

All parish children are invited and encouraged to regularly attend the Religious education classes. Children who belong to another parish will be accepted into our program if Religious Ed. classes are not offered at a time they can attend in their home parish.

**Registration:** Each student who attends the Religious Education program (**CCD**) **MUST** fill out a permanent record form. A permanent record card will be kept on file. All classes attended and all sacraments received will be recorded on the card.

**Fee:** Each year a fee is charged each student to cover the cost of the workbook and supplies used during the classes. The high school fee covers the cost of speakers, materials and social events.

**Course of Study:** The Diocese of Toledo has issued a complete Course of Study that we are to use in teaching religion. Each family will receive a copy of the Course of Study. Each grade year lists a focus with the expectations of the class listed. We encourage you to ask questions of your children and to be involved in their religious formation. At St. Mary's we use the Silver Burdett series titled, "Blest Are We". This series follows the Catechism of the Catholic Church and has the imprimatur of the United States Bishops committee.

**Prayers:** A list of prayers that are to be memorized have been assigned to each grade level. These are the common Catholic prayers that we should all know by heart. Parents will be informed of the prayers that the student should know. Please help the teacher by assisting the child in learning the prayers.

**Attendance:** It is important that students attend all classes. If a child is ill, the work will be sent home and should be finished for the following week. If two classes in a row are missed, the teacher will call you to ask about the student. If a student misses 10 classes in one year, the year will have to be repeated. In all cases extenuating circumstances will be reviewed by the Pastor and Religious Education Director.

**Religious Evaluation Form:** Twice a year (January and April) an evaluation form will be sent home to parents. This form will give you an idea of how your child is performing in the religion classes. We evaluate the responses that are given in the classroom and during prayer liturgies. We hope that this will help you as parents in discussing your faith with your child.

**Parent Role:** Parents are not only the primary religious educator of your child which was extended to you at their Baptism. They are also witnesses and supporters of their child on their journey of faith. Parents are expected to celebrate Eucharistic liturgy each weekend with their child. Children do as they see; not as they are told. Know that your continued interest, involvement and prayers do influence your child's perception of what the Christian life is all about.

**Teachers:** Our CCD teachers are volunteers who take their time, energy and faith to plan lessons and share their faith with your child. It is important that these teachers are respected and that their recommendations are considered. If you have a problem with something that is being taught, please see the teacher first to clarify the upset. If this does not solve the problem, then make an appointment with the Religion Education Director.

**Arrival:**

**Sunday** - Each grade level is assigned a row of tables in the cafeteria. Students who come early may go to their assigned table and place their belongings on the table and their coats on the chair. Students must be wearing tennis shoes to go into the gym. Students must wait for teacher before going to classroom.

**High School** - Students can gather in the cafeteria. When it is time for class they will go downstairs to the high school area in the church basement.

**Dismissal:** The students will be brought to the cafeteria by their teacher at the end of class. Students are to pick up their belongings and go to the doors leading outside. **Parents have two options for picking up students:** 1. Come into the cafeteria and pick up

your child. 2. Wait in your car in the line in front of the school. As the children come out of the building and recognize their car, they are allowed to go to the car. Parents who park in the church lot will have to walk up to the building to get your child.

You may feel this dismissal policy is unnecessary, but our first concern is the safety of the children. It is very difficult to keep track of each child and this dismissal policy helps with the safety concerns. If the children were allowed to go to the church parking lot, there is no way to watch who picks them up.

**Behavior:** Students are expected to follow the rules and be respectful toward other students and adults. Students who misbehave in class will be reprimanded by their teacher. If a student continues to misbehave, the parents will be contacted. The parish will not be liable for any injuries that result from any inappropriate student behavior.

**Rules & Consequences:** Each classroom will have a set of rules that will be decided by the students and teacher. Along with the rules, there will be a set of consequences. A list of CCD rules and consequences are posted in the cafeteria. These rules are general rules for behavior of students. The consequences are to be completed by the students.

**Language:** Students are expected to use respectful language when speaking to each other or to adults. Any type of swearing or profanity will not be tolerated at any time. If a student uses bad language, they will be expected to write a penalty.

**Mass:** We will have two Religious Ed. Masses during the year. Students are expected to attend, as part of a regular class. Families of the students are welcome and encouraged to attend these Masses. Following the Mass we will have a potluck lunch in the cafeteria for the families. Check the schedule for the dates.

**Student Belongings:** We ask that students do not bring expensive items to religion class. Student belongings are left in the cafeteria while the students are in class and we will not be responsible for items that are missing.

**School Property:** It is important that the students respect the property of others. While the students are in the classrooms they will be using the desks of the daily school children. Nothing in the desk is to be touched. Religious Education students are supplied with pencils, crayons, etc., so there is no need to borrow or use anything that does not belong to them.

**Snacks:** Since no snack time has been planned for Sunday morning classes, please be sure that your child eats breakfast.

**Dress Code:** On the days that we have our Religious Education Masses, we would like to have the students dress appropriately. Please do not have the children wear shorts especially, if they have a part in the Mass.

### **Religious Education AGREEMENT**

**As parent(s), I have read the Religious Education Handbook and will support its policies.**

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**Parent Signature**

**As Student, I agree to abide by the rules and policies contained in the Religious Education Handbook.**

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**Student Signature**

**Please read the Parent/Student Handbook. After reading the handbook, please sign this sheet and return to your Religious Education class.**

**Thank You.**