

**St. John The Evangelist
Religious Education Program**

73 Murray Avenue

Goshen, IN 10924

845-294-6847

re@sjegoshen.org

Parish Religious Education Program

Parent Handbook

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Coordinator of Religious Education: Mrs. Cathy Fife

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A. Mission Statements/Philosophy

We of the parish of St. John the Evangelist look upon Religious Education as a total Parish experience involving not just the child, but also the parents, families, Catechists, and Clergy that form our community of faith. We believe that Religious Education is getting to know Jesus and learning what is expected of someone who chooses to follow Him in Catholic tradition. Our program reflects an integrated learning experience; Catechesis, Prayer, Sacrament preparation, Catholic Doctrine, Biblical studies, Liturgy, community building, and other dimensions of vibrant Church life. Through the light of faith, we hope to develop in those entrusted to our care a deeper relationship with God.

B. Letter from Pastor and Coordinator

Dear Parents,

Immediately after your child was Baptized the Priest offered this prayer for you as father and mothers: "God is the giver of all life human and divine. May He bless the fathers of these children. With their wives they will be the first teachers of their children in the ways of faith. May they also be the best teachers bearing witness of the faith by what they say and do, in Christ Jesus our Lord."

In addition to instructing your children in Christian truth we welcome the opportunity to assist you in fulfilling your primary obligation to help you teach your children to walk in ways of faith.

We look forward to genuine cooperation with you in communicating Catholic Christian values to your children. We need to pray together, talk and plan together. In that way we can draw fully from Sacred Scripture and Church teachings and work to support each other in instilling these values in our children who need them so much in today's world.

This excellent booklet will help all of us to establish our goals and to cooperate in fulfilling them. May God bless us in the work of Christian Education which we carry on in His name.

C. Living the Christian Life

Living the Catholic life is a lifestyle that is to be witnessed everyday by what we say and what we do at home, at work, at school and at play.

Mass Attendance: An integral part of our Religious Education Program is that our students attend Mass on Sundays and Holy Days of Obligation and participate fully in an essential part of the Sacramental life of the Church. Learning in class can be truly effective only when one meets the Lord sacramentally at the altar. Mass is celebrated every Saturday at 5:00 pm and 6:30 pm (Spanish Mass), Sunday 8 and 10 am, and 12:00 and 5:00 pm.

D. Role of Parent/Guardian

The parent/guardian has the primary and sacred responsibility to educate their child in the faith. St. John's Religious Education Program is established to assist them in this responsibility.

It is essential to the child's growth and development in the Catholic Faith that the parents/guardians live the life of faith at home. The effectiveness of the Religious Education process radically depends upon this. The child learns in the Religious Education classes that celebrating the Eucharist on Sunday in the Parish as a community of faith is essential to being a Catholic. Therefore, the child must attend the weekly Sunday or Saturday evening Liturgy supported by his/her parents.

It is obvious that the values of parents/guardians become the values of the child. The child receives a "mixed message" which causes inner conflict when what is taught by the Church is not experienced by the child in his/her family.

The Coordinator should be informed by the custodial parent of the rights of the non-custodial parent as these pertain to the child's participation in the program as well as release from the program.

Medical Condition of the Student: The parent/guardian must inform the Coordinator about their child who has a special medical condition which could exhibit itself in a session or which could affect the teaching/learning environment (e.g. allergies, auditory or visual impairment, possibility of seizures, learning disability, hyperactivity, ADD, 504 and/or IEP, etc.) This confidential information is communicated to the Coordinator during the registration process.

E. Role of Student

Spiritual: Attendance at Mass on Sundays and Holy Days of Obligation, periodic participation in the Rite of Reconciliation, living a moral life that reflects values and teachings of Jesus Christ all contribute to the students spirituality.

Religious Obligations for Children in Our Program:

- to participate in the Eucharistic celebration of the Mass on all Sundays and all Holy Days of Obligation.
- to experience the Lord's forgiveness by receiving the Sacrament of Penance frequently.
- to lead a sacramental life, frequently receiving the Eucharist.
- to try to follow the laws, norms and guidelines that tell Catholics how to love God and their neighbor:

Ten Commandments

Corporal Works of Mercy

The Beatitudes

Spiritual Works of Mercy

Laws of the Church

Academics:

Weekly attendance at Religious Education classes.

Proper preparation for class instruction.

Complete homework.

Textbook available for each class.

Participation in class discussions and activities.

Satisfactory completion of special assignments.

Coming to class on time and prepared with pencil, notebook, textbook and other necessary materials.

Doing the very best work possible.

F. Role of the Religious Education Coordinator

The Coordinator of the Religious Education Program of St. John's is delegated by the Pastor to be responsible for the development, implementation and administration of the Parish Catechetical Program, in accordance with the Guidelines of the Archdiocese of New York.

She has the responsibility of implementing the principles of civil law concerning the safety of students, in accordance with the Archdiocesan Safety Guidelines.

The Coordinator is also required to provide Catechesis/Religious Education for all students of the Parish including those who have physical, emotional, mental or learning disabilities.

G. Role of the Catechist

A Catechist is a person of faith, who has the task of creating the atmosphere of the Holy Spirit to bring about growth in faith among believers. They foster "mature faith" through a regular systematic presentation. The primary mission of Catechists is to communicate God's love to those entrusted to their care, by proclaiming the good news of Jesus Christ. This is accomplished through the fourfold activities of message, community, worship and service. The tasks of the Catechist are as follows:

- To help others grow in their personal faith and spirituality.
- To initiate others into the faith community and its life, worship, symbols and practices.
- To pass on a world view, a set of shared meaning and values that are Catholic and Christian.

H. Programs

Parish Based Program: Our Religious Education Program offers instruction to students in Elementary and Junior High School, who attend St. John's Church. It offers an eight year course of study in which all Catholic children attending public school are expected to participate. The Program offers an ongoing, continuing development of the Christian personality.

Just as the Sacraments are not isolated events, but rather an integral part of the Christian life, so too, each grade in Religious Education adds to the development of the Christian life. Our aim is to provide a loving and caring Christian atmosphere in which our parish youth can grow in sound Christ-like attitudes and values.

Special Religious Education

This is a ministry that responds to the religious and spiritual needs of persons with a physical, mental or emotional disability which impairs their functioning in a regular classroom. Because of that disability, the student may require individualized instruction in a one-on-one setting, or may be mainstreamed into the regular Catechetical Program if assistance is provided. The universality of the Christian message, “Go and teach all nations.....” includes those who are marginalized because of their disability. The Church’s responsibility is to nourish the faith of the baptized person to the degree that the individual is capable of growing in that faith. In consultation with the parent, the Coordinator will appropriately place each child that will service his/her special needs and further encourage spiritual growth.

Sacramental Preparation

Christian initiation is celebrated in Baptism, Confirmation and Eucharist. Through these visible actions a young person is incorporated into the Church and shares its mission in the world: full initiation into the Church occurs by stages.

Sacramental Catechesis has traditionally been of two kinds: preparation for the initial celebration of the Sacraments and continued enrichment following their first reception. Requirements for the reception of First Reconciliation, Eucharist and Confirmation is determined by Canon Law:

1. Age of reason (to be able to distinguish right from wrong).
2. Proper knowledge of Sacraments.
3. Emotional and spiritual preparation.
4. Approval by parent, Pastor, Catechist and Coordinator.

Reconciliation:

Jesus began His work on earth by calling people to repentance and faith: “Reform your lives and believe in the Gospel.” (Mark 1: 15). The Sacrament of Reconciliation continues His work of forgiving and reconciling. Catechesis of young people for Reconciliation must always respect the natural disposition, ability, age and circumstances of individuals. It seeks:

1. to make clear the relationship of the Sacrament to the child’s life.
2. to help the child recognize moral good and evil, repent of wrong doing, and turn for forgiveness to Christ and the Church.
3. to encourage the child to see that in this Sacrament faith is expressed by being forgiven and forgiving.
4. to encourage the child to approach the Sacrament freely and regularly.

Parents should be involved in the preparation of children for this Sacrament. Preparation for the Sacrament of Reconciliation starts at the Second Grade level. It is a joint effort of the parents and Catechists. The following is used in the instruction of the Sacrament.

- Second Grade curriculum covered weekly in class by the Catechist.
- A special First Penance program that helps children learn what it means to share Jesus’ greatest gift, Himself, know they are forgiven, and understand that they belong to the community of Jesus’ friends - The Church.

This Sacrament is usually celebrated in the winter. All children preparing to receive their First Eucharist must first be instructed and prepared to receive the Sacrament of Reconciliation.

Eucharist:

Catechesis recognizes the Eucharist as the heart of Christian life. It helps young people understand that celebration of the Eucharist forms and nourishes the faithful with Christ, the Bread of Life.

Catechesis for children seeks to strengthen their awareness of the Father’s love, of the call to participate in Christ’s sacrifice, and of the gift of the Spirit. Children are taught that the Holy Eucharist is the real Body and Blood of Christ, and what appears to be bread and wine are actually His living body. They learn that the Eucharist is both a meal and a sacrifice and that it is a memorial of the Last Supper. Parents have right and a duty to be intimately involved in

Catechesis aims to help parents grow in understanding and appreciation of the Eucharist and participate readily in catechizing their children.

Catechesis for First Communion is conducted separately from introductory catechesis for the Sacrament of Reconciliation since each Sacrament deserves its own concentrated preparation. It starts at the Second Grade level. It is a joint effort of the parents and Catechists. The following is the instruction for this Sacrament:

- Second Grade curriculum covered in class by the Catechist.
- A First Eucharist program that helps explain the Eucharist, familiarize the students with the main events of Jesus' life, help them to participate more meaningfully in the action of the Mass and to receive Christ's Body and Blood in Communion in an informed and reverent manner. The children learn that they may receive Holy Communion in the hand, on the tongue and under both species. Catechesis includes the requirements for fasting (no food or drink except water or medicine for one hour before receiving Holy Communion).

Responsibilities of Parents for the Sacraments of First Reconciliation and Eucharist:

- Parents are the primary educators of their children and are responsible for initiating their children into the Sacramental life.
- Teach them the basic Catholic Prayers: The Sign of the Cross, Hail Mary, Glory Be, Our Father and the Act of Contrition.
- Serve as role models for their children by growing in their own personal relationship with God and living as committed Christians.
- Receive the Sacrament of Reconciliation regularly.
- Help children in forming a good conscience and a good Christian code of morality.
- Worship regularly with their families.
- Nurture their child in faith.
- Attend meetings and participate in activities.
- Parents are asked to take time with their children to talk about the Sacraments, to read the Bible stories and to pray together.

The Sacrament of the Holy Eucharist is celebrated in the months of April and/or May. All children preparing to receive their First Eucharist must have already been prepared to receive the Sacrament of Reconciliation.

Confirmation:

As a Sacrament of Initiation, Confirmation is intimately related to Baptism and the Eucharist. Christians are reborn in Baptism, strengthened by Confirmation, and sustained by the food of the Eucharist. In Confirmation, young people are sealed with the Gift of the Holy Spirit and become more perfect images of their Lord. The Sacrament renews and strengthens their Baptismal call to bear witness to Christ before the world and work eagerly for the building up of His Body. The candidate must be baptized. Parents along with sponsors are to be intimately involved in catechesis for Confirmation. This will help them renew and strengthen their own faith, besides enabling them to set a better example for their children or Godchildren.

Components of Confirmation Program:

- Must be Baptized.
- Regular attendance at Mass on Sundays and Holy Days of Obligation.
- Periodic participation in the Sacrament of Reconciliation.
- Living a moral life that reflects the values and teachings of Jesus.
- Express a desire to receive the Sacrament, a decision which is a personal choice.
- Participation in Confirmation prayer/retreat activity.
- Participation in the Rite of Enrollment.
- Weekly attendance for class instruction.
- Textbook available for each class.
- Satisfactory class work and homework assignments and demonstrates an adequate grasp of the content of the Catholic faith.
- Completed satisfactorily, testing of prayers.
- Write as an assignment the name to be taken at Confirmation and the reasons for the choice of the Saint's name.
- Confirmation interview (candidate gives sufficient evidence of readiness).
- Letter of intent to Pastor or Bishop requesting a desire to be Confirmed.

- Complete the required hours of Christian service projects.
- Attend Confirmation practice.
- Understand that faith development is an on going process and is furthered by participation in the life of the Parish through comprehensive Youth Ministry and ongoing Adult Faith Formation.

Responsibilities of Parents:

In addition to responsibilities for Reconciliation and Eucharist, parents are required to attend an instructional meeting for this Sacrament and are encouraged to support their child during the time of preparation for Confirmation. They should help their child understand that the Confirmation Service project is the beginning of a life committed to Christian service.

Responsibilities of Sponsors:

It is the role of the Sponsor to represent the faith community. It is desirable that a Baptismal Sponsor (Godparent) also be the Sponsor for Confirmation since the responsibilities undertaken by the Sponsor are a continuation of the promises made at the candidate's Baptism. (Canon 893)

The Sponsor:

- should be sufficiently mature in his/her faith commitment.
- must not be the parent of the one to be confirmed.
- need not be of the same gender as the candidate.
- must be fully initiated in the Catholic Church.
- must present a written statement of eligibility from his/her Pastor.
- knows the candidate and is able to help him/her on the spiritual journey, sharing faith and modeling the life of the mature Catholic, encouraging the candidate to grown in a faith relationship with Jesus.

Youth Ministry: St. John's Youth Ministry offers Jr. High and High School aged youth an opportunity for deepening their relationship with God and one another and lots of fun! The Youth Group meets as announced in the weekly bulletin. They have many outreach projects. New members are always invited.

Children's Catechumenate: The children who participate in this process are between the ages of nine and seventeen. They are placed in a multi-level class while preparing to receive the Sacraments. The students are trained in the Christian way of life. Parent involvement is crucial to the child's faith formation.

Family Catechesis: Each family in the Religious Education program participates in a minimum of five hours of family catechesis offered between September and August. The Cardinal has directed all Religious Education programs throughout the Archdiocese to offer this opportunity to its families in order to better assist and work with parents in forming their children in the Catholic faith.

Vacation Bible School: Takes place in July. It is a five day program which has a focus on Scripture, music and activities. The Parish Bulletin offers detailed information.

Instructional Guidelines

Archdiocesan Guidelines: The Archdiocese of New York has published Guidelines for Catechesis for Grades 1-6 and Grades 7 and 8, which ensure a clear and uniform presentation of the faith for each grade level. The Guidelines are not considered a substitute for a textbook. Rather, they are an assistance to the Catechist in the use of the textbook by identifying the essential content to be taught.

Catechesis: St. John's Religious Education Program meets all the requirements of the Catechetical Office of the Archdiocese of New York, and adheres to the Archdiocesan Guidelines for Catechesis. Our program ensures for all the children of our Parish a clear and uniform presentation of the faith in concepts appropriate to each age level we instruct. It is designed to assist parents in their sacred responsibility to educate their children in the faith. It complements, but can never replace the parents role in carrying out their responsibilities. "Parents must be acknowledged as the first and foremost educators of their children." (National Catechetical Directory for Catholics of the United States.)

In addition to enlightening your children in the doctrines and tenets of our faith, our program welcomes the opportunity to assist you in teaching your children to walk along the path of faith. This can only be achieved when parents place Jesus Christ and His teachings at the center of their lives through Liturgical Worship, frequent prayer and communication of Christian values and attitudes. By a parents professions of belief and nurturing faith in their children they show them the richness of the lived faith.

Curriculum: The themes, objectives and appropriate prayers of each grade level are outlined in the textbooks and Lesson Schedules provided in September.

Homework: Homework assignments are to be completed as part of the requirements for moving on to the next level. It is important that the parents are involved in this. In the event of illness or class cancellation, the student is required to complete any missed assignments.

Prayers and Doctrine: There are certain prayers which the children are expected to learn at each Grade level. The work of memorizing the prayers is to be done at home with the family rather than in the classroom where the valuable instruction time is already too short. Formal testing of prayers will be done in Grades 2 and 6. Each student should know their prayers prior to entering Grade 7.

Testing: Twice a year evaluation tests will be given in order to determine the student's understanding of the material covered. Home study is absolutely necessary. If a child has difficulty in fulfilling the Grade level requirements, a meeting will be arranged to discuss the problem. The Coordinator will decide if the child needs to repeat the year.

Progress/Evaluation Reports: As a means of determining your child's progress in Religious Education, evaluation reports will be sent home twice a year. Those sent home in January are to be signed and returned to class. Any problems or difficulties will be communicated to the parents and addressed as necessary.

Retention of Students: The grounds for retention are usually excessive absences or poor performance when tested on the content of the Archdiocesan Catechetical Guidelines.

Textbooks: Are provided to all the students enrolled in Religious Education classes. They are distributed on the first day of class. Students are to write their name and the name of the Catechist on the front inside cover of the book. Textbooks are to be brought to class weekly. If a textbook is lost, stolen or damaged a new one must be purchased.

Safe Environment:: The Religious Education Program provides each year the Safe Environment Curriculum as mandated by the Archdiocese. The dates for this training can be found on your child's lesson schedule. For detailed information please visit our website at www.sjegoshen.org

Lesson Schedules: Lesson schedules are provided on the first day of class. Please be sure the student staples it in the inside cover of the textbook.

I. Attendance:

Students are expected to be on time. If a student arrives late for class, he/she must report to the office. After three (3) successive late arrivals, the parent/guardian will be contacted.

When a student is absent, a note must be brought to the next class explaining the reason for the absence, otherwise the absence is considered *unexcused*. After *five absences* the parent/guardian will be contacted. Absence from five or more classes may result in a conference between the Coordinator and parent and may result in the student repeating the grade level. Make-up classes may be arranged.

Because of the after school and evening activities in St. John's school, the students are not permitted on the property until fifteen minutes prior to class time. There is no supervision or accommodations for them.

Students should leave the Parish premises when classes are dismissed. Parents should arrive on time. Non-students are not permitted on the grounds at any time.

J. Discipline:

Parents are urged to instill in their children a proper attitude toward the Religious Education Program. Every session is precious time in the Christian development of your child. It is our hope that each student show their appreciation to the Catechist by being well disciplined. The Catechetical program reserves the right to remove a student from the class session.

Normal discipline problems will be handled in the classroom by the Catechist. A Catechist may dismiss a student from the classroom for repeated disruptive behavior. When this occurs, the student will meet with the Coordinator of Religious Education before being permitted to return to class. The Coordinator will note the reason for the disciplinary action.

In the event a second offence ensues, the parent will be notified by the Coordinator and asked to cooperate by making some provision to prevent a reoccurrence. The following types of conduct are inappropriate:

- Bullying and fighting (zero tolerance policy)
- Defiance of staff.
- Use of profanity.
- Refusal to prepare assignments or participate in class.
- Possession of dangerous objects.
- Possession or use of tobacco.
- Possession or use of a controlled substance.
- Damage to property.
- Leaving the building/premises during class without permission.
- Habitual tardiness or absenteeism.
- Intimidating fellow students.
- Cheating.
- Gum chewing.
- Proper Attire (mid thigh shorts, skirts, full coverage on top)

K. Admissions:

Students must be registered each year before beginning class. All registrations for Grades K-8 will be handled in online or in person and given in priority in the order of receipt as to the space available. Those who are registering for the first time are to present proof of Baptismal. Transfer students are to present a letter from their former Parish outlining their Religious Education and Sacramental history.

Registration dates will be published in the Parish Bulletin. All children regardless of race, sex or national origin will be admitted to the Parish Program. Registrations take place in the spring of every year. The fees are outlined on the Registration form. Parents/guardian who do not re-register their

children at that time will be required to pay a late fee above the regular rate set for the year. Exceptions to this would be for new families moving into the Parish during the summer. Medical Emergency Information will be required to be completed.

Sessions are held as follows:

GRADE	DAY	CLASS TIME
Grade K	Tuesday	4:15-5:00 pm
Grade 1, 2 and ML1	Sunday	9:00-9:50 am
Grades 3,4,5,6, and 7	Monday	3:45-5:15 pm
Grades 3,4,5,6,7, and ML2	Monday	6:30-8:00 pm
Grades 3,4,5,6, and 7	Tuesday	3:45-5:15 pm
Grades 8 and ML3	Tuesday	6:30 p.m. – 8:00 p.m.

AT HOME OPTION IS AVAILABLE.

The Home schooling consists of mandatory Mass attendance (Mass cards will be provided), online lessons (with reviews emailed to the religious education office, 3 mandatory meetings a year (parents meet with pastor, students meet with catechists to review lessons), Family Catechesis, Adoration once a year, Stations of the Cross at least once during Lent, and regular Confession. Failure to comply to all may lead to repeating the grade and/or re-entering the in school program.

Class Placement: The following fulfill the directive of the Archdiocese of New York. The students are expected to attend Religious Education classes continuously from Grades 1 through 8. Any child older than the First Grade level who enters the program without previous formal Religious Education must complete the First and Second Grade curriculum to receive First Communion or enter the Children’s Catechumenate. The child will be placed in the appropriate Grade level after completing the curriculum of the grade (s) missed.

Communications

Parent Meetings: will take place for all parents whose children are preparing for the Sacraments of Reconciliation, Eucharist and Confirmation throughout the year. An orientation meeting for parents who are new to the program takes place in the Fall and all are expected to attend.

Calendar: A calendar of all class dates (please refer to Lesson Schedules), holidays, time of classes, catechist and parent meetings, and events for Sacramental programs will be distributed to the students at the beginning of the school year.

Text/Letter/Flyer/Bulletin Announcements: Letters to parents via text, website, email, or flyers are sent to parents through the students and the parish bulletin are our main source of ongoing communication. Please read all for relevant information.

Cancellations: In the event of inclement weather or emergency situations, cancellations are announced through text and on our website. If the cancellation occurs during school hours, the Goshen public schools will be notified and make an announcement during school hours. If schools close for inclement weather, religion classes are automatically cancelled as well. In all cases of cancellations, please have your child do the scheduled lesson at home. The Religious Education office answering machine (845-294-6847), St. John's Facebook, and website (sjegoshen.org) will also announce closings.

Visitors: Visitors are not permitted in the classrooms or building during class time. In case of necessity, visitors report to the Religious Education office.

Non-Custodial Parent: the Coordinator should be informed in writing by the custodial parent of the rights of the non-custodial parent as these pertain to the child's participation in the program as well as to the child's release from the program. A copy of the appropriate section of the custody papers should be attached to the written statement.

Safety

Transportation: Parents assume responsibility for the transportation of their children to and from the Parish site where classes take place. Students will be picked up *inside* the school. No student is permitted to walk home unless a written permission letter accepting all responsibility is provided to the Coordinator.

Fire Drills: At least once a semester a fire drill is held, making use, insofar as possible, of the procedures known to children from their public school drills.

Medical Emergency Procedure: (in case of accident or illness) If a relatively minor accident occurs to a student while attending the program, the following steps are taken:

- The Catechist reports the accident immediately to the Coordinator.
- If bleeding is involved, the procedure outlined under “Blood Borne Pathogens” is followed. Copies of this procedure are on file in the office.
- The Coordinator notifies the parent; if parent cannot be reached, she follows instructions as outlined on the Registration Form.
- If there does appear to be injuries, a copy of the report should be also sent to the Archdiocesan Insurance Division.
- The Coordinator completes an accident report and keeps it on file.

In case of serious accident or illness:

- Catechist reports the accident immediately to the Coordinator.
- 911 or the local Police/Emergency squad is called immediately.
- The Coordinator notifies the parent; if parent cannot be reached, she follows instructions as outlined on the Registration Form.
- The Coordinator notifies the Archdiocesan Insurance Division so that they will be prepared in the event that an accident gives rise to a claim.
- The Coordinator completes the accident form, keeps a copy on file and sends copies to the Archdiocesan Insurance Division.

Medication: No medication of any kind should be administered to, or taken by, the student during the Parish Catechetical Program. If any exception has to be made, the parent must provide a written request and directives.

N. General Information

Phone Use: The office telephone is a business phone and is not to be used by students, except in an emergency. Any student in possession of a cell phone must turn it off before entering the school. Cell phones will be collected before class and returned when class has ended.

Any student that does not comply will have their phone confiscated by the Coordinator of Religious Education who will return it directly to the parent.

Valuables: The Catechetical staff is not responsible for valuables which students bring to class. It is recommended that all valuables be left at home.

Lost and Found: All clothing or other articles that are turned in may be claimed at the Religious Education office after proper identification.

Snacks: Sometimes a Catechist will bring a treat for students. Please let us know if your child has any allergies or health conditions that does not allow your child to indulge with the class.

Unscheduled Early Dismissals: At the end of Religious Education classes, children are dismissed to the care of the parent or parent substitute (must be someone designated in writing at registration). If someone other than the parent or parent substitute is to pick up the child, this change must be given in writing to the Coordinator *prior* to the session in question. Catechetical staff should not drive students home. The method of dismissal is to have each class meet under the Church where the parent will come in to pick them up. If an individual student needs to be dismissed early, the request should be given in writing, by the parent, to the Coordinator, and presented prior to the scheduled class. This request should include: the name of the person picking up the child, date and time, reason and parent's signature. The child will remain in the class until the parent arrives and signs the child out in the office. The child will then be called down through the PA System.

Parent Participation: Volunteers are needed throughout the year to help with the innumerable details inherent in a Religious Education Program. Parents are urged to help in some areas during the year. Your involvement will reinforce the importance of the program and will help to improve the quality of your child's experience in it.