



ST. FRANCES CABRINI PARISH RELIGIOUS EDUCATION

"I can do all things through Christ who strengthens me."

– Saint Frances Xavier Cabrini

ST. FRANCES CABRINI

2019 – 2020

RELIGIOUS EDUCATION

HANDBOOK

"Catechesis is the act of handing on the Word of God intended to inform the faith community and candidates for initiation into the Church about the teachings of Christ transmitted by the Apostles. It also involves the lifelong effort of forming people into witnesses to Christ and opening their hearts to the spiritual transformation given by the Holy Spirit." www.usccb.org



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OUR MISSION STATEMENT:

St. Frances Cabrini Religious Education assists children and adults toward the path of discipleship in Christ, guided by the teaching authority of the Catholic Church.

It is our prayer that with the help of the Holy Spirit all will fall in love with Christ and recognize Him in the Eucharist and in each other. In keeping with this philosophy, parents please notify the Religious Education Office of any special educational needs, allergies or concerns you are aware your child has. This information is kept private and confidential. It helps the Religious Education staff best educate and support your child/children.

RELIGIOUS EDUCATION DATES AND TIMES:

Religious Ed classes are held on Monday evening's beginning in Mid-September.

1ST-6TH GRADE SESSION - 4:30-6:00PM ____ OR 6:30- 8:00PM ____

7TH -8TH GRADE SESSION - 6:30- 8:00PM ____

SPECIAL NEEDS - 4:30 -5:15PM ____ (MEETS EVERY OTHER MONDAY)

HOME SCHOOL CATECHISM PROGRAM: Please contact the Religious Education Office for details

The Religious Education calendar will be available before the beginning of the year.

ABSENCES

Children are expected to attend all classes. If a child misses a class, absent work will need to be completed and returned to the Catechism Teacher at the next catechism session. Once absent work is complete the student will receive an excused absence and credit will be given for the missed class.

Should there be 3 or more unexcused absences the DRE will contact the parent/guardian to discuss the unexcused absences as it does impact your child's faith formation. It is necessary that children have a foundation of faith before they move on, to the next grade level, in the learning process. Unexcused absences may also delay the celebration of the sacraments.

Sometimes life events prevent children from attending scheduled catechism sessions. These extenuating circumstances will be handled on an individual basis by the Religious Education office in consultation with the pastor.



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LATE ARRIVAL & EARLY RELEASE:

Class time is extremely valuable; as each Religious Education Catechism session is only 1 ½ hours. It is important that each child be in the class room and ready to begin at the start of each class. Please contact the Religious Education office in anticipation of a late arrival to ensure that your child will be greeted at the entrance and have access into the school building.

Should you need to pick-up your child/children early from a Religious Education Catechism session please send in a note to your child/children's teacher with the time of pick-up. Every effort will be made to have your child/children ready for pick-up at the designated time. Please arrive a few minutes early so you have time to complete the Early Release Form kept on file in the Religious Education Office.

Children will only be released to a parent/guardian. If this responsibility is delegated to someone else, parents must state this authorization in writing prior to dismissal. Also, please make sure the responsible party knows they will need to provide a valid Driver's License or State Id to insure the safety of your child/children.

CELEBRATION OF MASS:

Mass will be celebrated at least once per month for each catechism session. A Mass schedule will be available and it is our hope, time permitting in your schedule, you will join your child/children during Mass.

Monday, December 9, 2019 is the *Solemnity of the Immaculate Conception*. Mass will be celebrated as a parish at 7:00 PM. ALL Religious Education Sessions will attend Mass at this time replacing the regularly scheduled Religious Education Catechism session on this day. Your child's Catechism Teacher will take attendance in the Narthex prior to Mass beginning, please have your child/children check-in.

RECONCILIATION (PENANCE)

During the season of Advent and Lent your child/children will attend a Reconciliation (Penance) Service during their regularly scheduled Religious Education Catechism session. The date for the service will be provided a few weeks prior to the Reconciliation (Penance) Service.

The USCCB (United States Catholic Counsel of Bishops) encourages all to celebrate the Sacrament of Reconciliation and states:

In the Sacrament of Penance and Reconciliation, also called confession, we meet the Lord, who wants to grant forgiveness and the grace to live a renewed life in him. In this sacrament, he prepares us to receive him free from serious sin, with a lively faith, earnest hope, and sacrificial love in the Eucharist.

<http://www.usccb.org/prayer-and-worship/sacraments-and-sacramentals/penance/upload/Penance-Statement-ENG.pdf>



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DISCIPLINE POLICIES AND PROCEDURES:

Please review the following with your child/children:

- ❖ Children are expected to conduct themselves in a courteous and respectful manner. Verbal or physical abuse will not be tolerated.
- ❖ Children are required to walk, not run, in the church, school corridor and classrooms.
- ❖ Chewing gum in the church or classroom is not allowed.
- ❖ Children who deliberately deface school or church property will be required to pay the cost of the damage.
- ❖ Cell phones, electronic devices, etc. may not be used in the class room without permission from the teacher. Unauthorized use will result in the phone, electronic device, etc. being taken away and returned to the parent after class.

Your child's Catechism Teacher will notify the DRE of any concern encountered during a Catechism sessions. It is the responsibility of the DRE to address the concern, on an individual bases, with the child and/or parent/guardian. If still unresolved, the concern may be presented to the pastor.

DRESS CODE:

Children please remember to dress modestly and appropriately for Religious Education Catechism Class and Mass. Items of clothing which are not permitted include:

- ❖ Clothing that is torn
- ❖ Miniskirts, shorts, dresses etc. - shorter than 6 inches above the knee
- ❖ Pajama pants
- ❖ Sagging pants or underwear on display
- ❖ See-through clothing or clothing with undergarments on display
- ❖ Crop tops with midriffs on display
- ❖ Camisole tops, "spaghetti" straps, tube tops, etc.
- ❖ T-shirts with offensive messages, profanity, alcohol, violence, etc.
- ❖ Hats

ACCIDENTS AND INJURIES:

Every child must have an Emergency Medical Treatment form on file, with the Religious Education Office, to participate in any Religious Education activities. Religious Education Staff, Catechism Teachers, volunteers or any other person in the Religious Education community are not allowed to administer medication.

Students who become ill or who are injured will be brought to the Religious Education office and a parent/guardian will be notified. If the parent/guardian are not available, procedures will be followed according to the Emergency Medical Form on file in the office.



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SACRAMENT OF FIRST RECONCILIATION & FIRST EUCHARIST:

Children preparing for these sacraments should have received at least one full year of religious education prior to the sacrament preparation year, traditionally 2nd grade. Before a child receives these sacraments, a recently issued copy of their baptismal certificate is necessary.

Parents and children preparing for First Reconciliation and First Eucharist are required to participate in the following:

- ❖ Attend Mass every Sunday and Holy Days of Obligation
- ❖ Attend Religious Education classes or attend a Catholic School
- ❖ Register and attend Sacramental Preparation classes – Dates TBA
- ❖ Participate in sacramental preparation retreats
- ❖ Memorize all required prayers

Several weeks prior to the sacrament being celebrated a parent meeting will be hosted to present information necessary for your child/children to receive the sacrament. A separate handbook will be given at the parent meeting relating to the sacrament.

SACRAMENT OF CONFIRMATION:

Ideally, children preparing for Confirmation would have participated in a Religious Education program or attended a Catholic school from 1st grade until present. Children preparing for the sacrament should have received at least one full year of religious education prior to the sacramental preparation year. The sacrament of Confirmation is traditionally prepared for and celebrated during a child's 8th grade year.

Children preparing for the sacrament of Confirmation are required to participate in the following:

- ❖ Attend and participate in Mass every Sunday and Holy Days of Obligation
- ❖ Register and attend Confirmation Sacramental Preparation classes – Sunday dates TBA
- ❖ Participate in a Parish Religious Education program or attend Catholic School
- ❖ Choose a Saint's name for your Confirmation Name - a report will be requested
- ❖ Complete service hours – required hours TBA during Confirmation Prep session
- ❖ Attend the confirmation retreat
- ❖ Participate in the Rite of Enrollment – Mass date and time will be provided in advance
- ❖ Complete a Pastoral Interview

Several weeks prior to the sacrament being celebrated a parent meeting will be hosted to present information necessary for your child/children to receive the sacrament. A separate handbook will be given at the parent meeting relating to the sacrament.



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PICK UP & DROP OFF PROCEDURE:

In compliance with the Archdiocese of Detroit (AOD) Safe Environment Protocol and to insure the safety of everyone, only children participating in Religious Education will be admitted into the school building. Exceptions to this procedure will be reviewed on an individual bases.

Parents/guardians should you need to meet with your child's Religious Education teacher or a member of the Religious Education Department please call to schedule an appointment or send a note with your child requesting a meeting.

DROP OFF:

- ❖ Children may be dropped off 15 minutes prior to the beginning of their Religious Education session
- ❖ Please drop children off at the Main Driveway located in front of the church
- ❖ Children will enter through the Main Elementary School doors or on a Mass Day children will report directly to the church for attendance

PICK UP:

- ❖ 1st and 2nd grade children will be accompanied to the lobby by their teacher who will then release the child/children to a parent/guardian for pick up at the Main Elementary School doors
- ❖ 3rd – 6th grade children will be released from the classroom, by their teacher, and exit the building from the Main Elementary School doors
- ❖ 7th and 8th grade children will be dismissed from the Middle School doors, should they be the responsible guardian to pick-up younger children they may meet the children outside to the Main Elementary School doors

VOLUNTEERS:

Parent and adult volunteers are always appreciated and welcome. Volunteering demonstrates to our children the importance of sharing our time, talent and treasures with our parish community. It is with this in mind, that the Religious Education staff invites all parents to volunteer and assist with the success of the Religious Education program in some way.

Let us know if you are able to volunteer occasionally, bi-weekly, weekly, Mass day celebrations, or special occasions. No time big or small will ever go unappreciated! Please contact the Religious Education office for Protecting God's Children (PGC) volunteer training requirements.

Some areas where volunteers are needed:

- ❖ Door and/or Hall Monitor
- ❖ Traffic and/or Safety Aide
- ❖ Office Assistant
- ❖ Classroom Aide and Substitute Catechism Teacher



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On behalf of the parish staff and Catechists of St. Frances Cabrini I thank you for your support and for trusting us with your child/children. I look forward to working in partnership with you on your child's/children's faith journey. It is in working together that we are the Body of Christ and carry out His mission of building the Kingdom of God.

Sincerely yours in Christ,

Agnes Villarreal
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