



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 Education 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 to make arrangements.

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

ABSENCES

To help your child develop a life of faith it is important for them to attend all classes. If your child misses a class, absent work will assist them in continuing to learn about their Catholic faith. The absent work should be completed at home with your support and returned to your child's Catechism Teacher at the next Catechism session. Once absent work is complete your child will receive an excused absence and credit will be given for the missed class.

If 3 or more unexcused absences occur the DRE will speak with you, the parent/guardian, to discuss the unexcused absences as it does impact your child's faith formation. It is necessary that children build upon their foundation of faith before they move on, to the next grade level, in the learning process. Please know unexcused absences may delay the celebration of 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's/children's teacher with a brief explanation and 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 ensure the safety of your child/children.

CELEBRATION OF MASS:

Mass will be celebrated throughout the year 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.

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 USCCB (United States Catholic Council 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 is not appropriate and cannot be tolerated.
- ❖ For the safety of all; children are required to walk, not run, jog, skip, etc. at all times.
- ❖ Gum is a sticky mess and is not permitted in the church or classroom.
- ❖ Deliberately defacing school and church property is not appropriate. The cost of damage and repair is the responsibility of the child's/children's family.
- ❖ Cell phones, electronic devices, etc. may not be used in the class room without permission from the teacher. Unauthorized use will result in the item 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 Session. It is the responsibility of the DRE to address the concern, on an individual bases, with the child and/or parent/guardian. Unresolved concerns may be presented to the pastor.

DRESS CODE:

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

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

ACCIDENTS AND INJURIES:

An Emergency Medical Treatment Form for each child is required to be on file with the Religious Education Office in order for the child to participate in any Religious Education activities.

Please be advised the Religious Education Staff, Catechism Teachers, volunteers, etc. are not allowed to administer medication.

Children who become ill or injured will be brought to the Religious Education Office and a parent/guardian will be notified. If the parent/guardian is not available, procedures will be followed according to the child's Emergency Medical Form on file in the Religious Education Office.



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SACRAMENT OF RECONCILIATION & FIRST EUCHARIST:

Children preparing for these sacraments would have participated in a minimum of one full year of Religious Education prior to the sacrament preparation year. Before a child receives these sacraments, a recently issued copy of their baptismal certificate, from the parish of Baptism is necessary.

Children, with the encouragement and help of their family, preparing for First Reconciliation and First Eucharist are required to participate in the following:

- ❖ Attend and participate in Sunday Mass and Holy Days of Obligation
- ❖ Participate in Religious Education classes or attend a Catholic School
- ❖ Register and attend Sacramental Preparation classes – See calendar for dates
- ❖ Participate in Sacramental Preparation Retreats – See calendar for dates
- ❖ Memorize and recite prayers: Our Father, Hail Mary, Act of Contrition, etc.

A meeting will be hosted for parents/guardians to attend. The intent of this meeting is to assist the family prepare the child/children to receive the sacrament. A separate handbook will be given at the parent meeting relating to the sacrament. Please note: church pew seating arrangements will be selected during this meeting. This pew will be the place your family will have reserved for the celebration of First Eucharist. Please contact the DRE if a family member is not able to attend.

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, and have received the sacraments of Baptism and First Communion. Should faith formation not have occurred and these requirements have not been met the Sacrament of Confirmation may need to be delayed. The DRE and pastoral staff will review each family situation and the extenuating circumstances on an individual basis. 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 Sunday Mass and Holy Days of Obligation
- ❖ Register and attend Confirmation Sacramental Preparation classes and retreat
- ❖ Participate in a Parish Religious Education program or attend Catholic School
- ❖ Select a Saint's name as your Confirmation Name and complete a saints report
- ❖ Complete family, parish & community service
- ❖ Participate in a Pastoral Interview

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. On a scheduled 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. If they are responsible to pick up younger children they will exit the Middle School doors and proceed to the Main Elementary School doors to pick up those children

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.

God bless,

Agnes Villarreal
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