

QUO VADIS DOMINE
FAMILY OF PARISHES
2024 - 2025
AFTERSCHOOL DISCIPLESHIP
FORMATION
PARENT HANDBOOK

OUR LADY OF THE ANGELS

ST. ALFRED

ST. CONSTANCE

ST. FRANCES CABRINI

ST. MARY MAGDALEN

*"The role of parents in education is of such importance that it is almost impossible to provide an adequate substitute."
Catechism of the Catholic Church, n. 2221 (CCC)*

Dear Parents & Guardians,

Welcome back to a new Afterschool Discipleship Formation school year, formerly Religious Education! I look forward to working with you. Attached to this packet is the class schedule for the 2024-2025 school year. Please keep this for your reference.

All parents, from both the Afterschool Formation classes and Cabrini School, are required to attend the Parent & Student meeting on Monday, September 16th at 4:30pm & 6:30pm in Church. Classes begin on Monday, September 23, 2024.

For the safety of all students and staff, only students enrolled in the program will enter the school building. Drop-off and pick-up procedures are included in this packet.

On behalf of the Discipleship Formation staff and catechists, we thank you for your support and for trusting us with your students.

Yours in Christ,

Armando Bravo
Director of Discipleship Formation
Quo Vadis Domine Family of Parishes

MISSION STATEMENT

The Afterschool Discipleship Formation Office strives to nurture children and adults as they move toward the path of discipleship in Christ, guided by the teaching authority of the Catholic Church.

CONTACT INFORMATION

Armando Bravo, Director of Discipleship Formation
abravo@cabriniparish.com
313.381.5601 x 93505

Maria Valdez, Administrative Assistant
mvaldez@cabriniparish.com
313.381.5601 x 90812

OFFICE LOCATION

The Afterschool Discipleship Formation Office is now located in the St. Frances Cabrini Parish Office at 9000 Laurence Avenue, Allen Park, Michigan.

COMMUNICATIONS

The “REMIND” app is our primary form of communication with parents. Please contact the Discipleship Formation Office if your cell phone number or email address changes during the year to ensure you continue to receive communications without delay or interruption.

CATECHISTS

Our catechists and aides are volunteers. They share their time, talent, and faith with your children. They are certified or working towards certification under the Archdiocese of Detroit Lay Ecclesial Minister Certification Program.

PLEASE VOLUNTEER

Volunteers are always appreciated and welcome. Volunteering demonstrates to your child the importance of sharing the gifts given by God through the time, talent and treasures we share with our parish community. With this in mind, all parents/guardians are encouraged to volunteer and assist with the success of the Afterschool Discipleship Formation program. Volunteer opportunities include:

- Greeter and/or Hall Monitor
- Security/Traffic Patrol
- Classroom Aides
- Substitute Catechists
- Special Events: Mass, Rosary, Stations of the Cross, parties, etc.

Please contact the Discipleship Formation Office to volunteer and learn how our parishes, the Archdiocese of Detroit and the United States Conference of Catholic Bishops (USCCB) are committed to keeping all of God’s children safe by offering Protecting God’s Children (PGC) to volunteers.

SAFE ENVIRONMENT

Protecting children and youth from harm includes ensuring a safe environment where children can nurture their growth. This growth occurs when adults are educated in protecting children from harm and providing a safe environment. The USCCB, AOD and our Catholic parishes are committed to ensuring children are protected and safe. Every adult who interacts with children are required to:

- Participate in a Protecting God's Children workshop
- Complete a Criminal Background Check
- Review and Complete an AOD Code of Conduct Agreement

Before you can volunteer in the Afterschool Discipleship Formation Program, you must have completed the above-mentioned requirements.

PRAYERS

Following is a list of traditional prayers and the benchmark grade at which time your child should have these prayers memorized. Many of the prayers are recited during Mass so your child has the opportunity to commit them to memory 52 Sundays a year, plus Christmas and Easter Mass, along with attending Mass for Holy Days of Obligation.

- 1st Grade: Glory Be, Grace before Meals, Guardian Angel, Hail Mary, Our Father, Sign of the Cross
- 2nd Grade: Act of Contrition, Prayer Before Communion, St. Michael Prayer
- 3rd Grade: Apostle’s Creed
- 4th Grade: Nicene Creed
- 5th Grade: How to Pray the Rosary & know the Mysteries of the Rosary
- 6th, 7th & 8th Grade: All Mass Prayers, Prayer to the Holy Spirit

EMPOWERING GOD'S CHILDREN

This program is administered by the AOD in response to the USCCB and Pope Francis' requirement to ensure all of God's children have the tools and support necessary to protect themselves. The Safe Environment Program, with age-appropriate content, is taught in each grade. If you would like to review the curriculum or if you prefer to teach your child the curriculum at home (thus opting out of the classroom program), please notify the Discipleship Formation Office before October 2nd. Arrangements will be made for you to complete the curriculum at home.

ATTENDANCE

Notify the Discipleship Formation Office if your child will be absent by calling 313.381.5601 x 93505 or emailing abravo@cabriniparish.com

Per Archdiocese of Detroit guidelines, if four or more unexcused absences occur, your student will not advance to the next grade. Sometimes life events prevent children from attending scheduled classes. You, the parent/guardian, should contact the Discipleship Formation Office to discuss any absences as it affects your child's faith formation.

LATE ARRIVAL & EARLY RELEASE

Class time is extremely valuable as each class is only 1 ½ hours. It is important that each child be in the classroom and ready to begin class at the scheduled time. Please contact our office in anticipation of a late arrival to ensure your child will be greeted at the entrance and have access to the building.

Should you need to pick-up your child early, please contact the Discipleship Formation Office to coordinate this early release. Every effort will be made to have your child ready for pick-up at the designated time. Students 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. Please make sure the responsible party knows they will need to provide a valid Driver's License or State Identification Card at the time of pickup.

PICK UP & DROP OFF PROCEDURE

In accordance with the AOD's Safe Environment Protocol, only children participating in the Afterschool Discipleship Formation Program will be admitted into the building. If parents/guardians need to meet with the catechist, or a member of the staff, please call to schedule an appointment or send a note with your child requesting a meeting.

DROP OFF

- 1st Grade enters their classroom directly from the Grade School parking lot
- 2nd Grade enters the building from the corner door entrance (near the Grade School parking lot)
- 3rd & 4th Grade enters the building via the Grade School Main Entrance
- 5th - 8th Grade enters the building via the Grade School Main Entrance

PICK UP

- 1st & 2nd Grade are released only to a parent/guardian at dismissal
- 3rd & 4th Grade are dismissed from the classroom and exit the Grade School Main Entrance
- 5th - 8th Grade are dismissed from their classroom and exit the Grade School Main Entrance

CELL PHONES & OTHER ELECTRONICS

Cell phones and electronics are a temptation and a distraction! They are not allowed in class. A basket will be provided on the teacher's desk for **ALL** students to place their phones upon entering the classroom.

If an emergency occurs while your child is in class, please contact the Discipleship Formation Office directly and not your child as it is a distraction for all students. If your child needs to contact you during class, they may use the phone in the Discipleship Formation Office.

ACCIDENTS & INJURIES

Please be advised that Discipleship Formation staff, catechists, volunteers, etc. are not allowed to administer medication.

Children who become ill or injured will be brought to the Discipleship Formation Office and a parent/guardian will be notified. If the parent/guardian is not available, the person listed as an emergency contact will be notified.

BUILDING SECURITY

To ensure the safety of your child, catechists, volunteers, parents/guardians, or other visitors are not permitted to enter the building before, during or after a class.

WEATHER & EMERGENCY CANCELLATION POLICY

"REMIND" is our primary form of communication, especially during inclement weather. When in doubt, please use the REMIND app to contact the Discipleship Formation Office. Please note, if Cabrini School is cancelled, Afterschool Discipleship Formation classes are also cancelled.

FIRE, SEVERE WEATHER & SAFETY DRILLS

Drills will be conducted throughout the year in compliance with AOD and State of Michigan safety standards.