

ST. Christopher
Religious Education
Handbook 2009-2010



ST. CHRISTOPHER RELIGIOUS EDUCATION PROGRAM

MISSION STATEMENT

The St. Christopher Religious Education Program is designed to foster the faith life of each child. As partners with parents/guardians we are dedicated to provide an education that is consistent with the teachings and traditions of the Catholic Church. We believe that it is our mission to offer opportunities for each child to enter a personal relationship with God through Jesus Christ

**St. Christopher Religious Education
14611 S. Keeler Ave. Room 21
Midlothian, Il. 60445**

708-388-4040 or 708-388-4167

**Rev. Mark Walter, Pastor
Rev. Laurent Mhagama, Associate Pastor
Mr. Michael Smith, Deacon**

**Jeanne Lassandrello
Pastoral Associate/DRE**

**Judith Scanlan
Secretary**

CLASS SCHEDULE

Class time for both Monday and Wednesday classes are 4:30 to 6:00.

OFFICE HOURS

The Office will be closed on Friday

ABOUT THE PROGRAM

St Christopher Religious Education Program is a comprehensive ongoing formation program to assist parents in developing the faith life of their children. Through the use of study, prayer and rituals, students are offered a curriculum that encourages them to live as faithful and active disciples of Jesus Christ. We have developed a Parent Panel to help support each of us in our goal to foster a deeper community relationship.

PROGRAM TEXTBOOKS

This year for grades 1 thru 5 we will be using the textbook series *Faith First Legacy Edition* published by RCL Publishing. 6th grade will be studying the Old Testament using the *Break-Through Bible* from St. Mary's Press as well as a *Christ Our Life* textbook from Loyola Press. 7th grade will be studying the New Testament and will also be using *Break-Through Bible* given to them in 6th grade and the textbook series *Christ Our Life* from Loyola Press. 8th graders will be using *Confirmed In The Spirit* textbooks from Loyola Press and Morality textbooks from the Faith First Series. Children should be in attendance for all eighth grades. Each year a different facet of faith is covered. It is the responsibility of each student to be prepared for class by bringing their books and pen or pencil to class.

SACRAMENTS

In order to receive the Sacraments of First Eucharist, Reconciliation and Confirmation, the child must be enrolled in a Religious Education program the year prior to the reception of the sacrament.

- **First Eucharist is received in 2nd grade**
- **First Reconciliation is received in 2nd grade**
- **Confirmation is received in 8th grade.**

Children in grades 3-8 who have not received First Eucharist and Reconciliation will be prepared for the Sacrament in our "Journey in Faith" Program (JIF) which will be in addition to the regular Religious Education Classes. The JIF classes will meet on Sunday morning beginning in November. Parents must attend these classes with the children.

Confirmation Candidates must be enrolled in the Religious Education program or St. Christopher school to be eligible to receive the sacrament. Eighth grade students are expected to attend the entire year of Religious Education classes. Classes do not end once the Sacrament of Confirmation is received.

PARENT PARTICIPATION

As primary educators of your children, parent involvement is a necessity for the success of this Religious Education Program.

We expect that parents will take an active part in the Religious Education Program by:

- Regularly attending weekend liturgy with the family
- Celebrating monthly Religious Education liturgies and prayer services with the student body.
- Participating in all sacramental preparation gathering and celebrations
- Assisting your child in learning and praying together
- Taking an active role in parish ministry and activities
- Participating in T.R.I.P. (tuition reduction incentive program) to help offset the cost of tuition and the deficit to the RE program

Our means of communication with the parents will be an occasional newsletter posted on our website at stchrisre.org. You can click on our Religious Education Website for newsletter, calendars or updated information. From time to time we may also send home notices with the children. Please check your students' folders and textbooks weekly

TUITION

One child	\$240.00
Two children	\$400.00
Three or more children	\$550.00

Book Fee: Per child \$15.00

Sacrament Fees:

Confirmation	\$45.00
First Communion	\$30.00
Journey in Faith (JIF)	\$30.00

A \$100.00 deposit was due at the time of registration. Monthly tuition statements will be sent home. Full or partial payments can be made upon receipt of the monthly statement. Any returned check will be assessed a \$25.00 fee. All additional fees will have to be paid in cash. All tuition must be paid in full by April 15 to help close our books and begin registration for the upcoming year.

If for any reason your financial position prevents you from paying the tuition costs, call the Pastor or Director of Religious Education. We will work with you on an individual basis.

CLASS ATTENDANCE

Children are expected to attend all scheduled classes and are to be prompt. In the event of an absence, it is the parent's responsibility to notify the Religious Education Office prior to class time regarding the absence

Parents should notify the Religious Education Office by 4:00 p.m. on Mon. /Wed. if the child is unable to attend. The child is responsible for missed assignments when he/she returns to class.

Given the importance of building a relationship with Jesus within the community of the classroom at church, our time with the students is brief. We have attempted to accommodate their day school schedule.

In the event that your child exceeds more than 2 classes we will need to discuss whether or not he/she will return to the classroom or repeat the year.

Children will not be excused or be permitted to arrive late or leave early due to their participation in sport events, scouts, dancing classes, etc. Only under extreme emergency situations will a child be permitted to leave early. **This will require a note from the parent and the parent must come to the Religious Education office to pick up the child.**

A student will be released to either parent unless the Religious Education Office has a copy of a Court Order giving one parent exclusive custody.

DISCIPLINE

Each student is responsible for his or her behavior. Misbehavior cannot and will not be tolerated.

Students are to be courteous at all times. They are to respect the desks and belongings of the day students and all classroom materials. Restitution will be made for all damaged property and may also be sufficient reason for dismissal from the program.

Any type of weapon found on or displayed by a student will be reason for automatic dismissal from the program.

No skateboards or heelies will be allowed at Religious Education classes. The use of cell phones or texting or I-pods time is prohibited during classroom time is prohibited. And will be taken away. The parent must pick-up the device from the office.

When a student's behavior is beyond a catechist's control, the first time the student will be sent to the office and be dealt with accordingly. The second time the parents will be called. If the behavior continues a meeting will be held and a decision will be made as to whether or not the student will be dismissed from the program.

TRAFFIC

TRAFFIC DROP-OFF

The drop off for the children will be that the cars enter on Karlov and exit on Keeler. Please make Arrangements so that your child exits the car on the passenger side as there are often cars going around on the other side of you.

TRAFFIC PICK-UP

On Mondays the students are much taller and will therefore be allowed to exit in the same manner. For safety sake we will hold them back until you arrive so as not to have them running across the line of traffic. Allow them to enter your car on the passenger side.

On Wednesdays we will repeat the process that was implemented last year. We do however need your cooperation. These children are much smaller and not visible over the hoods of the cars.

There is a diagram explaining the procedure with the addition of some practical guidelines:

- ❖ You need to stay in your car or stand next to your car so the children can see you. We have a process in place that will notify all the catechists of the time of dismissal.
- ❖ All the students will stay with their catechist until they come to the area where the cars will be waiting.
- ❖ When all the children are in the cars the flow of traffic will begin.
- ❖ If for some reason you need to exit your car please park over by the 147th St. parking lot before you come to the building.
- ❖ Due to fire emergencies you are not allowed on Keeler, the same rules apply to our program as it does for the day school.
- ❖ When it is dark out leave your lights off, it is difficult to recognize their own cars with lights blaring in their eyes.
- ❖ Please be patient and courteous, this is for your child's safety. Backing out or leaving through the entrance is a dangerous option that puts children at risk.

No one is allowed to stop or park near the entry doors or the side of the building as this is a fire and safety hazard.

Please be extremely cautious especially on days when the children will be dismissed from church
(SEE PARKING DIAGRAM)

PROGRESS REPORTS

Progress reports will be sent out twice a year; in January and at the end of the year. Since we cannot grade a student on their "Faith" the report will indicate a student's progress in behavior, class participation, knowledge of prayers and attendance record.

EMERGENCY CLOSING

If the need arises that classes have to be canceled due to weather conditions or any emergency situations, the closing will be announced on the local radio, television stations and the internet.

Parents can check the status of our facility the following ways:

- Go to the website at www.emergencyclosings.com and search for St. Christopher Religious Education program, Midlothian, IL 708-388-4040.

- Call 847-238-1234 from a touch-tone phone and the Religious Education phone number –708-388-4040.
- Receive an e-mail notification of a change made by signing up on the website at www.emergencyclosings.com.

TECHNOLOGY SYSTEM USE AND INTERNET SAFETY POLICY

St. Christopher Religious Education Program will be using the school computer lab for possible research, word processing or use of the website related to the textbook.

St. Christopher Religious Education determines that it is in the best interest of the students and members of the community to promote the use of the Technology System and the services that are available. The System will support learning and enhance instruction and improve communication between the Religious Education Program and the community.

Knowledgeable and appropriate use of the Technology System can facilitate access to resources online, create innovative learning environments, and provide for worldwide communication. For purposes of this policy, implementing rules and acceptable use guidelines, the term “Technology System” or “System” shall include all computer hardware and software owned or operated by the School.

The use of the Technology System including the Internet shall be consistent with the Religious Education program’s educational mission and the curriculum adopted by the program.

Violation of the acceptable use guidelines shall be subject to consequences including, but not limited to discipline, loss of System use privileges, and referral to law enforcement authorities or other legal action.

Guidelines for Acceptable Use of Religious Education Technology System by Students

A. Acceptable Use.

All users of the School Technology system must comply with the School Acceptable use Guidelines which may be amended as needed. The “System” shall include all computer hardware and software owned or operated by the School.

Students have no expectation of privacy in their use of the System. The School has the right to access, review, copy, delete, or disclose, as allowed by law, any message sent, received, or stored on the School’s electronic mail system. The School has the right to and does monitor use of the System by students, including student’s access of the Internet, as part of System maintenance and to determine whether the use is consistent with federal and state laws, as well as, School policies and guidelines.

B. Privileges

Access to the System is provided as a privilege by the School and may be revoked at any time. Inappropriate use may result in discipline, including loss of System use and privileges.

C. Prohibited Use

The uses of the System listed below are prohibited and may result in discipline or other consequences as provided in section I. of these Guidelines and the School's Student discipline Code and rules. The System shall **not** be used to:

1. Engage in activities which are not related to educational purposes or which are contrary to the instructions from supervising Religious Education Catechists as the System's use.
2. Access, retrieve, or view obscene, profane or indecent materials.
[“Indecent materials” are those materials which, in context, depict or describes sexual activities or organs in terms patently offensive, as measured by contemporary community standards. “Obscene materials” are those materials which, taken as a whole, appeals to the interest in sex, which portray sexual conduct in an offensive way, and does not have any literary, artistic, political or scientific value.
3. Access, retrieve, view, or disseminate any material in violation of any Federal or state laws or regulations, or School policy or rules. This includes, but not limited to, improper use of copyrighted material; improper use of the System to commit fraud or with the intent to commit fraud; improper use of passwords or access codes; or disclosing the full name, home address, or phone number of any student, School employee or System user.
4. Transfer any software to or from the System without authorization from the System Administrator.
5. Engage in for-profit or non-school sponsored commercial activities, including advertising or sales.
6. Harass, threaten, intimidate, or demean any individual or group of individuals because of sex, color, race, religion, disability, national origin or sexual orientation. Disrupt the educational process, including use that is reasonably foreseeable to result in a disruption, or interfere with the rights of others at any time, either during school days or after school hours.
7. Gain unauthorized access to/or vandalize the System, or the technology system or any other individuals or organization.
8. Invade the privacy of any individual, including violating federal or state laws regarding limitations on the discloser of student records.
9. Download, copy, print or otherwise store or possess any data which violates federal or state copyright laws or these Guidelines.
10. Conceal or misrepresent the user's identity while using the System.
11. Post material on the web site without the authorization of the appropriate administrator.
13. The use of proxy websites or any other means to bypass filters and firewalls.

D. Web Sites

Unless known in written communication any work or photographs related to the school may be used for school purposes, including but not limited to the religious education web site. At no time, unless through written permission, will a students full name or address be posted on the website. Group photos will be identified by class or event.

If you do not wish your child's individual photograph to be in Religious Education related communications, please let us know in writing on a separate paper.

E. Vandalism

Vandalism or attempted vandalism to the System is prohibited and will result in discipline. Vandalism includes, but not limited to, downloading, uploading, creating computer viruses, or tampering with System hardware.

**AUTHORIZATION FOR ACCESS TO
RELIGIOUS EDUCATION TECHNOLOGY SYSTEM BY STUDENTS**

This form must be read and signed by each student his/her parent/guardian as a condition of using the School Technology System. Return this form as soon as possible.

By signing this Authorization, I acknowledge that I have received a copy of the "Guidelines for Acceptable use of School Technology System" by Students and that I have read, understand, and agree to follow the Guidelines.

Student Name: _____ Grade: _____

Student Signature: _____ Date: _____

Student Name: _____ Grade: _____

Student Signature: _____ Date: _____

Student Name: _____ Grade: _____

Student Signature: _____ Date: _____

Student Name: _____ Grade: _____

Student Signature: _____ Date: _____

Parent/Guardian Name _____

Parent/Guardian Signature: _____ Date: _____

After reading over the Parent Handbook, please sign and have one of your children return this form to their classroom teacher.

I have read program policies as set forth in the St. Christopher Parent Handbook. I have discussed each of these policies and procedures with my child/children.

Parent Signature

Date

Telephone Number

Family I.D. #

Students' Names:

**ST. CHRISOPHER RELIGIOUS EDUCATION
PROGRAM SCHEDULE
2009-10**

September 9	Family Mass and dinner-4:30 in church. All grades will Attend (1-8) This will count as an attendance day
September 14	CLASS—grades 6,7 & 8-4:30-6:00p.m.
September 16	CLASS—grades 1-5—4:30-6:00p.m.
September 17	Confirmation Retreat—4:45-6:45—Church
September 21	CLASS—grades 6,7, & 8—4:30-6:00p.m.
September 23	CLASS—grades 1-5—4:30-6:00p.m.
September 28	CLASS—grades 6, 7, & 8—4:30-6:00p.m.
September 30	CLASS—grades 1-5—4:30-6:00p.m.
October 5	CLASS—grades 6, 7, & 8—4:30-6:00p.m.
October 7	CLASS—grades 1-5—4:30-6:00p.m.
October 12	NO CLASS –COLUMBUS DAY
October 14	NO CLASS
October 15	Confirmation Retreat—4:45-6:45--Church
October 17	FAMILY MASS –5:30p.m.—GRADES 6 &7
October 19	CLASS—grades 6, 7, & 8—4:30-6:00p.m. --ROSARY
October 21	CLASS—grades 1-5—4:30-6:00p.m.—ROSARY
October 26	CLASS—grades 6, 7, & 8—4:30-6:00p.m.
October 28	CLASS—grades 1-5—4:30-6:00p.m.
November 2	CLASS— grades 6, 7, & 8—4:30-6:00p.m.
November 4	CLASS—grades 1-5—4:30—6:00p.m.
November 9	NO CLASS
November 11	NO CLASS
November 14	Family Mass—grades 4 & 5-- 5:30p.m. Mass
November 16	CLASS—grades 6, 7, & 8—4:30-6:00p.m.
November 18	CLASS—grades 1-5—4:30-6:00 p.m.
November 19	Confirmation Retreat—4:45-6:45--Church.
November 22	Journey in Faith Class—All attend—9:30a.m.
November 23	CLASS— grades 6, 7, & 8—4:30-6:00 p.m. –MASS
November 25	CLASS— grades 1-5—4:30-6:00p.m.-MASS
November 30	CLASS—grades 6, 7, & 8—4:30-6:00p.m.
December 2	CLASS—grades 1-5—4:30-6:00P.M.
December 6	Journey in Faith Class—9:30-11:30a.m.
December 7	CLASS—grades 6,7, & 8—4:30-6:00p.m
December 9	CLASS—grades 1-5—4:30-6:00p.m.
December 10	Confirmation Retreat—4:45-6:45—Church
December 12	Rite of Enrollment for Confirmation—5:30 Mass
December 14	CLASS—grades 6, 7, & 8—4:30-6:00p.m.--MASS
December 16	CLASS— grades 1-5—4:30-6:00p.m.--MASS

December 20	Journey in Faith Class 9:30-11:30a.m.
December 21	NO CLASS
December 23	NO CLASS
December 24	CHRISTMAS EVE MASSES—4:00P.M., 5:30P.M., 11:00P.M.
December 25	CHRISTMAS DAY MASSES—9:30A.M. & 11:00A.M.
December 28	NO CLASS
December 30	NO CLASS
December 31	NEW YEAR’S EVE MASS—5:30P.M
January 1	NEW YEAR’S DAY MASSES—9:30 AND 11:00 A.M.
January 4	CLASS—grades 6, 7, & 8—4:30-6:00p.m..
January 6	CLASS—grades 1-5—4:30-6:00p.m.
January 8	8th Grade Confirmation Retreat—Reconciliation
January 10	Journey in Faith Class—All attend—9:30
January 11	CLASS—grades 6, 7, & 8—4:30-6:00p.m.
January 11	2nd Grade Parent/Sacrament Meeting 7:00p.m.--Church
January 13	CLASS—grades 1-5—4:30-6:00p.m.
January 18	NO CLASS—MARTIN LUTHER KING DAY
January 20	NO CLASS
January 21	Confirmation Retreat—4:45-6:45pm--Church
January 24	Journey in faith Class—All attend—9:30a.m.
January 25	CLASS—grades 6, 7, & 8—4:30-6:00p.m.
January 25	CONFIRMATION PRACTICE – 7:00 P.M. -- Church
January 27	CLASS—grades 1-5—4:30-6:00p.m.
January 30	2nd Grade RECONCILIATION—12:00 NOON – Church
January 31	CONFIRMATION MASS 1:00 P.M.
February 1	CLASS—grades 6, 7, & 8—4:30-6:00p.m.
February 3	CLASS—grades 1-5—4:30-6:00p.m.
February 7	Journey in Faith Class 9:30 Mass
February 7	Family Mass—grades 2 & 3—9:30 Mass
February 8	CLASS—grades 6, 7, & 8—4:30-6:00 p.m.
February 10	NO CLASS
February 15	NO CLASS—PRESIDENT’S DAY
February 17	ASH WEDNESDAY—All classes 1-8 will attend—4:30-6:00p.m.
February 21	Journey in Faith Class—9:30a.m.
February 22	CLASS—grades 6, 7, & 8 –4:30-6:00p.m.
February 24	CLASS—grades 1-5—4:30-6:00p.m.
March 1	NO CLASS
March 3	NO CLASS
March 7	Journey in Faith Class—All attend—9:30a.m.
March 8	CLASS—GRADES 6, 7, & 8—4:30-6:00P.M.
March 10	CLASS—grades 1-5--4:30 6:00 p.m.
March 15	CLASS—grades 6, 7, & 8—4:30-6:00 p.m.

March	17	CLASS—grades 1-5—4:30-6:00p.m.
March	21	Journey in Faith Class—All attend—9:30a.m.
March	22	CLASS—grades 6, 7, & 8—4:30-6:00p.m.
March	24	CLASS—grades 1-5—4:30-6:00p.m.
March	29	CLASS—grades 6, 7, & 8 4:30-6:00 p.m.—PASSION PLAY
March	31	CLASS—grades 1-5—4:30-6:00 p.m.—PASSION PLAY
April	11	Journey in Faith Class 9:30-11:30a.m.
April	12	CLASS—grades 6, 7, & 8—4:30-6:00p.m.
April	14	CLASS—grades 1-5-4:30-6:00p.m.
April	17	2nd grade First Communion Parent/Child Retreat—9:00-12:00
April	18	Family Mass—Kdg & 1st gr.—9:30a.m.
April	19	CLASS—grades 6, 7, & 8—4:30-6:00p.m.
April	19	FIRST COMMUNION PRACTICE—7:00P.M.—Church
April	21	CLASS—grades 1-5—4:30-6:00p.m.
April	25	FIRST COMMUNION—1:00P.M. Mass
April	26	CLASS—grades 6, 7, & 8—4:30-6:00p.m.—MASS
April	28	CLASS—grades 1-5—4:30-6:00p.m.—MASS
May	2	MAY CROWNING – Family Mass—Grades 1-8 9:30 MASS