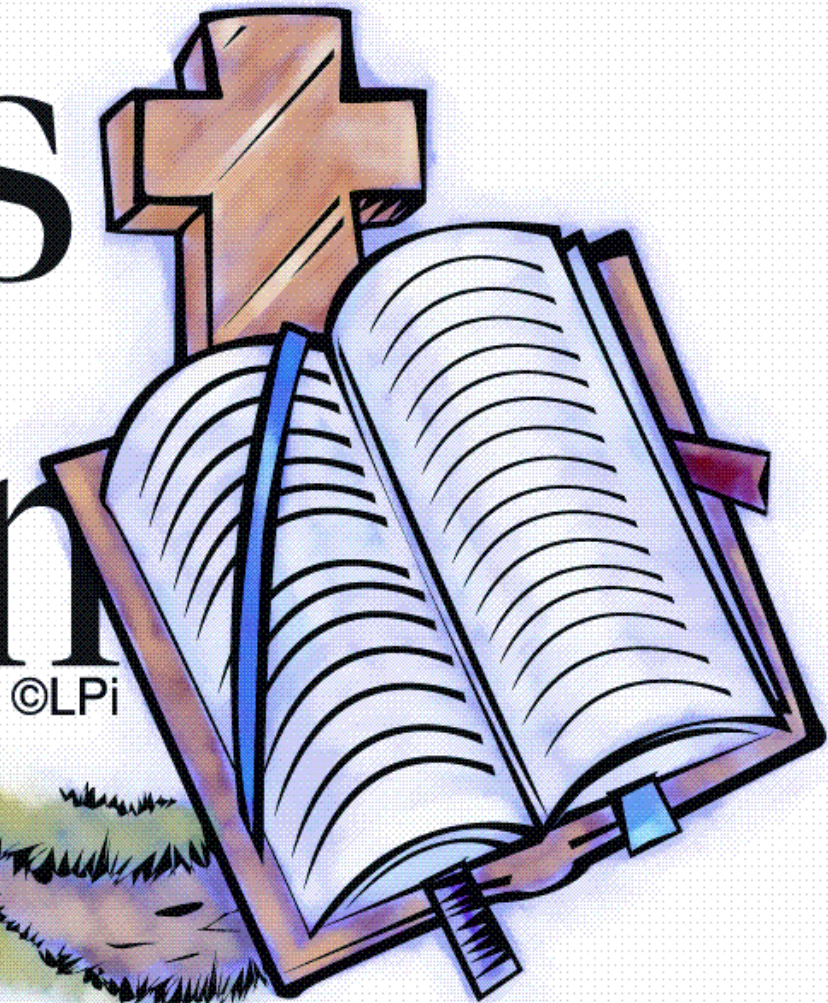


Saint Joseph Church Lodi, NJ

Religious Education Handbook 2017-2018

Religious Education



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Page index

Arrival and Dismissal pg.3

Attendance pg. 4

Sacraments pg.4

ACRE pg.5

Cancelations/ Inclement weather pg. 5

Health information pg. 5

Discipline pg. 5

Snack policy pg. 6

Report cards pg. 6

Books pg. 6

Registration/Fees pg. 6

Parent Participation pg. 7

Abuse policy pg. 8

Supplies pg. 8

Contact information pg. 8

Parent Signature page pg. 10

Policies for the Religious Education School year

Arrival and Dismissal:

1. Please arrive on time for classes and for dismissal at the school building
 2. Sunday sessions begin at 10:00 and end at 11:15 Tuesday sessions begin at 4:00 and end at 5:15
 3. To ensure a safe and orderly arrival we ask that parents drop off their children at the door. Children will go directly to their classroom; parents please do not enter the building with your child!
 4. If the catechist is not yet in the classroom children will wait in the Gym. Children may **NOT** bring toys of any kind to play with while they wait. There is a sign on the door that tells us which teachers have arrived. If your child's grade is not listed then they wait in the gym by their class number.
 5. If someone other than a parent will be picking up your child please notify the catechist with a written note.
 6. If your child needs to leave class early a written note is necessary.
 7. If a child walks home we must have a written note stating that they have permission to do so.
 8. Dismissal is as follows: **First** the bell rings to signify the end of class. **Then** the students make their way down to the gym. **Once all of the students are gathered** in the gym the doors will be opened to allow parents in to pick up their children.
- Parents are asked to come into the Gym to pick up their child so the teachers can see who they are leaving with.
 - There is no need for parents to wait directly outside of the door, especially during inclement weather. When the doors are opened that is your signal that you may come in to get your child.
 - **NO STUDENT MAY LEAVE THE BUILDING WITHOUT AN ADULT.** DO NOT tell your child to meet you at your car, no matter their age!!!
 - Unfortunately in the past few years there have been attempted child abductions, Amber Alerts, school shootings, lock downs and robberies that hit way too close to home. These are the reasons we do things in a specific way!!!

Attendance:

The context of faith development builds from one class to the next therefore regular attendance at every session is very important.

1. A child should only miss class if it cannot be avoided, for example sickness or important family matter.
2. If your child is going to miss class, please notify the office before class (973-779-8275) or email stjoelodireodre@yahoo.com
3. In the event of an absence you will be notified in the manner of which your child should make up their missed session. Attending the other class day will be an option only if we know well in advance that your child is unable to attend a certain day. Online work will also be available.
4. Absences of 4 or more are not acceptable! Students that miss 4 or more classes may need to be tested or have extra work to do to ensure their readiness to advance to the next grade level.
5. If your child cannot attend class on a regular basis please contact the DRE so that arrangements can be made for home assignments or special instruction. This applies only to special circumstances!
6. **Confirmation students:** Attendance at the retreat and chastity talk is mandatory. If a student is unable to make these events arrangements will have to be made to attend elsewhere. Confirmation students are permitted one absence out of their 8 class days and are expected to attend the 11:30 Mass with their family following class.

* A calendar of classes is available on the website under the tab Religious Education.

Sacraments:

Sacraments are celebrations of the entire parish community. St. Joseph Church welcomes and accompanies all families seeking to bring their children further along on this faith journey.

1. The sacrament of First Communion is received in 2nd grade and requires that 1st grade be previously attended. Confirmation is received in 9th grade and it is required that children attend Rel. Ed. from 1st – 9th grade. Confirmation also requires 15 hours of community service along with additional paperwork.
2. A sacrament can never be denied, but can be delayed if the required preparation is not met. Repeated absences may cause your child to get behind in their work. If it becomes too much for them to make up, then the sacrament may be delayed till the next year.
3. Registration for a Sacrament includes the regular registration fee and also a sacramental fee, both of which are due upon registration.

First Communion fee **\$40**

Confirmation fee **\$75**

ACRE: Assessment of Catholic Religious Education

Throughout the United States children/youth in grades 5 and 8 attending Catholic school and Religious Education Programs are required to take this assessment survey.

This survey is designed to give us information for assessing and planning our programs. The primary use of the results is to study how the class as a whole responded to questions about faith content, the Church's teachings and to gain a portrait of their religious attitudes, beliefs, practices and perceptions. It helps us to better approach weak areas needing reinforcement.

Closure Due to Weather:

1. Religious Education (Tuesday) classes are automatically canceled if Lodi Public Schools are closed or close early due to weather conditions and an email will be sent out to confirm the closing.
2. Delayed openings do not affect our schedule.
3. For instances in which classes are canceled you will be notified by email. Please be sure that the office has your up to date email address. Our Facebook page will also be updated with such information www.facebook.com/stjreled

Health Information:

Emergency Information is on file in the Religious Ed. Office. This information must be kept up to date at all times. The office and your child's catechist should be alerted to any known allergies that your child may have or any other health problems, which could affect the well-being and learning process of your child such as a learning disability.

In case of illness parents will be contacted by phone. If parents cannot be reached, emergency numbers will be called. Children are not allowed to walk home if they are sick or injured.

Discipline:

Children are encouraged to actively and positively participate and be attentive during class sessions. They are encouraged to respect the rights of others to learn.

Catechists are primarily responsible for classroom discipline and to maintain an atmosphere in which the children can form a community, share faith, and enjoy an optimum learning environment.

However it is the responsibility of the parents to encourage their children to act responsibly and with respect for others.

If behavior problems arise, the parents will be notified. **Each child deserves to have a welcoming and positive Religious Education experience. We ask your help in encouraging our students to practice in positive behavior. **

Refreshment/Snack policy:

Food is not allowed in the classrooms or Gym. Parents are asked to please have their children consume their snack before they arrive for class. A bottle of water is permitted if necessary.

Food is permitted on the occasional party day only if the teacher allows it.

Performance Report:

* Some teachers participate in report cards and some do not. The report cards may be skipped if we had too many snow days.

1. This report will give you an idea of your child’s understanding of the basic teachings of our faith.
2. Report cards are given out twice during the Religious Ed. Year

Books:

Publisher – Loyola Press

Grades 1,3-8 Finding God Series

<http://www.loyolapress.com/faith-formation/finding-god/finding-god-2013> Parent and Student Resources

Grade 2 Reconciliation and Communion – God’s Gift

<http://www.loyolapress.com/faith-formation/sacramental-preparation/gods-gift-2016> Parent and Student Resources

Grade 9 Confirmation – Confirmed in the Spirit

<http://www.loyolapress.com/faith-formation/sacramental-preparation/confirmed-in-the-spirit> Parent and Student Resources

Registration Procedure:

Families are asked to re-register each year in order to keep records accurate. Registration takes place during the spring and into the summer.

Registration Fees

\$70 .00 per child

Family Fee \$150.00 (3 or more children)

Sacramental Fee \$40.00

Confirmation Fee \$75.00

Copies of child's Birth and Baptismal certificates need to be on file with the Church

Parent Participation:

We ask that the parents cooperate and support the Religious Education Program and our Church by:

1. Praying and worshipping with the community by attending weekly mass as a family!
2. Becoming official members of the parish, if you are not already, and returning your contribution envelopes weekly at Mass.
3. Encouraging regular attendance to the Religious Ed classes.
4. Volunteering as a catechist, substitute, or aide if you are able to *
5. Volunteering to help as hall monitors or office assistance on class days *
6. Ensuring that your children will cooperate with and respect their catechist, volunteers, and fellow students.
7. Spending additional faith-sharing time with your children during the week (reviewing what they learned in class, discussing Sunday's gospel reading, or doing a faith based activity such as ones that can be found on the publisher's website)
8. Modeling a Catholic and Christian lifestyle

* Any parent who volunteers to work with the children of our parish needs to fill out a volunteer application and must attend a Protecting God's Children course and have a background check done.

- Protecting God's Children courses are offered many times throughout the year and at many different locations.
- PGC certificate does expire. It is good for 3 years then needs to be renewed.
- To sign up for a PGC course please visit www.virtus.org
- Background checks may be done through www.verifiedvolunteers.com

Child Abuse Policy:

Child abuse is of serious concern. Parents need to be informed that, consistent with the Archdiocesan policy and local legal codes, the parish catechetical staff has a moral and legal duty to comply with the law to ensure the welfare of a child.

All staff members and catechists are required to sign an acknowledgement form that they have read and understood the ethical and personal conduct policies of the Archdiocese of Newark and all have attended the required Protecting God's Children program for adults.

If a Catechist/DRE suspects that a child has been abused, NJ State statutes require that DYFS, the Division of Youth and Family Services be notified immediately.

Supplies:

Lower grades (1-4) – two pocket folder, pencils, crayons

Upper grades (5-9) – two pocket folder, pens, Bible (if teacher asks)

Contact Information: 40 Spring Street Lodi, NJ 07644

Saint Joseph Rectory 973-779-0643

Religious Education 973-779-8275

Saint Joseph Parish website www.stjosephchurchlodi.org

Religious Education email stjoelodireodre@yahoo.com

Religious Education Facebook www.facebook.com/stjreled

Religious Education Instagram www.instagram.com/stjreled

Father Nony Villaluz Pastor

Father Arman Hagos Parochial Vicar

Father Gerry Coquilla In Residence

Rev. Mr. George Ochoa Deacon

Rev. Mr. Tony LaFranca Deacon

* Be sure to check the Sunday Bulletin, our Facebook page and your email for general updates and information.*

- Religious Education of even the youngest child begins in the home with the parents and the parents are the primary catechists of their children. The process of faith development continues throughout one's life and as a person matures so does their faith. We here at Saint Joseph's Church aim to assist parents in their role as primary religious educators of their children.
- The Catholic Church carries on the mission of Jesus Christ handed down to us from the Apostles. The ministry of Catechesis assists the Church on that mission.
- This mission includes:
 1. Proclaiming the Word
 2. Teaching
 3. Forming Community
 4. Worshipping God

- This handbook is meant to provide you with helpful information on how we intend the Religious Educational Program to run. Saint Joseph's Religious Education Program reserves the right to amend this handbook as necessary. Parents will be notified in writing if changes are made.

This is to acknowledge that I/We have read the Saint Joseph Handbook for Religious Education.
We understand and agree to cooperate with the policies set forth in the handbook.

(print student's name/s)

(parent signature)

(date)

Please return this page to the Religious Education Office. Thank you!

Photo Release – please initial

_____ I give permission for photos to be used in the following ways...

Displayed in the church, included in the bulletin, posted on our Facebook page, Instagram, submitted to the Media (such as the local newspaper)