

# This Double-Sided Information Sheet is to be kept by the Parent/Guardian

## Sacramental Program Information Sheet

The Sacramental Program at St Mary of the Assumption Parish is provided for children in Grades 2– 6. It is run out of St Mary MacKillop Church and utilises the School’s Classrooms. The Program\* aims to support Parents/Guardians in their role of passing on the Catholic Faith to their children. If the Program is to be effective, families need ongoing contact with the teachings and life of the Catholic Faith Tradition. Thus, **a most important aspect of faith development is regular attendance at Sunday Mass**. The children are being introduced into a community of believers and the Mass is the centre of the Catholic Faith. Experience has shown that if the child is not attending Sunday Mass, then after they receive their Confirmation, they will very often slip away from the Church and their Faith.

### We have Masses in our Beautiful Parish at the Following Times:

#### St Mary MacKillop Church, Keilor Downs

Saturday 5:00 p.m.

Sunday 9:00 a.m.

11:00 a.m.

5:30 p.m.

#### St Paul’s Church, Kealba

Saturday 5:00 p.m. (In Latin)

6:30 p.m.

Sunday 8:00 a.m. (In Maltese)

10:00 a.m.

### Classes For 2019

Classes are held every Tuesday of the School Year from 4:00 p.m. to 5:00 p.m. commencing on **Tuesday, 12 February 2019**. We do not meet during School Holidays or on Public Holidays. We always commence in St Mary MacKillop Church and all children are expected to arrive early so as to prepare themselves in the Church with silent prayer. After prayer and the welcome from the Coordinator, the children will proceed into the School’s classrooms in the Parish Office Building which is across from the entrance of the Church. Parents/Guardians are free to join us in the Church. The last lesson for the year will be on **Tuesday, 26 November 2019**.

### Attendance

It is expected that the children will attend all classes for the year. In the event of your child/ren being absent, it is a courtesy to let us know in advance on the Parish number **9364 0440**. This program has been designed so that your child/ren will be given a well-rounded presentation of the Catholic faith.

- Grade 2 Introduction to Christ, Prayer and the Catholic Church
- Grade 3 The Sacrament of Reconciliation/Confession
- Grade 4 The Sacrament of First Holy Communion
- Grade 5 Faith Development and Preparation for Confirmation
- Grade 6 The Sacrament of Confirmation

Although these classes have brought many children and Parents/Guardians much joy, we also take them very seriously. If a child misses out on too many classes within the one year, they may not be able to receive the Sacrament at the end of that year. Children need to become aware that their faith is an ongoing factor in their lives. Regular attendance at classes helps to reinforce the faith we as Catholics are called to practice in our daily lives.

**Please Note:** Children who have been Enrolled with us, will be given priority for the following year.

### Natural Consequences of Misbehaving

Our Program is respected and loved throughout our local area. One of the reasons is that we endeavour to create a safe environment of learning and development for all children who attend. In respecting this, all Parents/Guardians who enrol their children into our Program, do so with the full understanding that if a teacher considers a child’s behaviour to be intolerable, then the Parent/Guardian may be called to immediately come and collect their child. If the child’s poor behaviour continues, then the Coordinator may permanently remove the child from the Program.

\* A Child’s place in the Program will only be secured once the Enrolment Form has been fully completed and returned to the Parish Office and after full payment has been made. If fields on the Form are left empty, or full payment is not made Prior to the end of Term 2 on Friday, 28 June 2019, then your Child may not be able to continue in the Program.

## Teachers

All our teachers have either a 'Working with Children Check' or are 'Registered Teachers'.

## Classrooms

The space outside the Classrooms is not a waiting area nor is the area outside the kitchen. If parents are to remain, they may keep a prayerful silence in the Church or wait outside of the buildings. We dismiss children from their respective classrooms at or shortly after 5:00 p.m. We are not responsible for those children who leave the school grounds unattended after this. Parents/Guardians are expected to be waiting for their children, outside, prior to this time. Please ensure that children are picked up promptly, staff are unable to stay back after 5:00 p.m. to mind children.

## Important Dates

You will be notified when Masses, Sacraments, Meetings and Information Sessions will be held, as soon as those dates become available for release.

## Stationary

Each child is expected to bring their own stationary, some coloured pencils and a writing pencil or pen would be the minimum. Texts, worksheets, booklets, etc. will be given to your child throughout the year, they will need to bring these things back with them each week. Parents/Guardians, please help your children to be well prepared each Tuesday for their class. If the Parents/Guardians take the Tuesday Classes seriously, then the children will have a greater likelihood of doing so.

## Enrolment Forms

An Enrolment Form is required for each child, each year. Forms are available at the Parish Office. The Form is to be completed in its entirety and returned to the Parish Office for the child to be enrolled. Only one page is to be returned, the sheet you are reading now is to be kept.

## Fees

We have received much feedback about how reasonable our fee structure is; still, we have decided to provide a little more of a discount for the 2019 year, for early payments. The full fee for the entire year is \$150. If the fee is paid **prior to the end of Term 1 (Friday, 5 April)**, then we will provide a discount of \$30, making the fee \$120. For each additional child that you have in the Program, they will incur a fee of only \$50. So, **if the full payment is made before the end of Term 1** with:

1 Child in the Program	=	\$120
2 Children in the Program	=	\$170
3 Children in the Program	=	\$220
4 Children in the Program	=	\$270

If the full payment is not made prior to the end of Term 1, then the full fee of \$150 is to be made. To cut back manual work and hence costs, we do not take part payments. We are doing our best to make this Program as manageable as possible. There have been a number of Parishes that have had to close their Programs due to running costs. **All payments are to be made with Cash Only and must be made prior to the end of Term 2 on Friday, 28 June 2019\***.

I would like to thank all Parents/Guardians for their kind support and encouragement during 2018. I am more than happy to spend time with you to discuss your child/ren's needs or that of your own. Please contact me on Tuesday's on 9364 0440 to make an appointment.

We pray to St Mary MacKillop to help bring you and your family peace and joy, as you continue to teach the Catholic faith to your children. May the Lord through His Holy Mother bless you.

In Christ through Our Lady,  
Andrew Sciberras  
Sacramental Program Coordinator

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