

# **Parish School of Religion Handbook**



**St. Mary Parish  
Bremen, Ohio**

## **ST. MARY BREMEN PSR STUDENT HANDBOOK**

### **COMMUNICATION**

Important communications for the St. Mary's Parish School of Religion will be sent via the emails received on the registration form, and posted to the St. Mary PSR Facebook page, and in the bulletin.

### **GRADE LEVELS**

Saint Mary Bremen Parish School of Religion offers Kindergarten and Grades 1-8 religious education classes.

Typically, students should be enrolled in a grade parallel to their secular academic grade. There may, however, be extenuating circumstances in which a student should be placed in a lower level due to lack of previous religious education or for out-of-sequence sacramental preparation. As with any area of study, each level builds on the foundations laid in previous years. Therefore, for the students' best growth in the faith, there may be cases in which a student is not promoted to the next grade level if he or she does not show mastery of grade level content. The students' mastery of content is greatly hindered by absences. Due to the complexity and variance of these individual situations, the Religious Education Coordinator in close consultation with classroom teachers will determine the most prudent plan for the student.

### **ATTENDANCE**

Consistent class attendance is strongly encouraged. If your child should miss class, please contact your child's teacher as soon as possible to learn what will be or was covered in class and any assigned for homework so you can help your child with preparations before next class. Children who are ill should not be sent to class. An absence due to seriously inclement weather is always a valid excuse.

### **HOMEWORK**

If homework is assigned, students are asked to complete the homework assignments before the next class. As in all other subjects, the purpose of homework is to reinforce the material taught and to prepare the student for the upcoming lesson. Helping your child to be well-formed by the faith by assisting him/her to learn the material, and making sure that assignments are completed, is an important part of fulfilling your spiritual obligation as a parent. When students complete the assigned homework they will be able to interact and participate more fully in the class. This will make the classroom experience more engaging and formative.

### **APPROPRIATE DRESS**

As Christians, we are charged by God to live a life of virtue, which includes modesty and chastity. These virtues not only challenge us to respect the great dignity of other individuals, but also the sanctity of our own body. Appropriate dress is expected.

### **PROHIBITED ITEMS**

Students are not allowed to bring any unnecessary items to class that would distract their attention from classroom lessons and activities. Cell phones are allowed to be with the students,

but should be in silent mode for the entire session. If the phone becomes a distraction, teachers may request that the phone be put on a shelf or other area until the end of class.

#### CONDUCT, DISCIPLINE, AND MANNERS

Students are expected to exercise self-control, to conduct themselves with Christian dignity, and to be polite to all adults and students. Students must respect the authority and the efforts of the volunteer teachers, as well as the right of their fellow students to receive the full benefit of the classroom lessons without rude distractions. They are required to respect the property of the school, the classroom, and the materials available for their use. Repeated disregard for these policies will necessitate a parent conference with the teacher and the Religious Education Coordinator. Any student who conducts himself or herself without discipline may be removed from the Parish School of Religion.

#### RELIGIOUS OBSERVANCE

Our Parish School of Religion seeks to deepen the students' knowledge of the Catholic Faith and by doing so, to bring them to a closer personal relationship with Jesus Christ. Knowing Christ and knowing the content of faith shapes and affects us. Jesus tells his disciples very clearly in the holy Gospel, "If you love me, you will keep my commandments" (John 14:15). The third commandment obliges us to keep the Christian Sabbath day holy. Therefore, not attending Mass is seriously sinful. This means that Catholics are required to attend Sunday Mass each week; only serious illness or an inability to be physically present where Mass is being offered serve as adequate dispensations. "Anyone who is really seeking Jesus' friendship responds as often as possible to Jesus' personal invitation" (CCC 1389, 1417). Visit [www.masstimes.org](http://www.masstimes.org) when traveling to find parishes near you.

#### PARENT RESPONSIBILITIES

- Attend Mass with your children on Sundays and Holy Days of Obligation
- Continue to learn about and support the teaching of the Church in your home
- Lead children in an active prayer and sacramental life by your words and examples at home
- Ensure your child's attendance at PSR on Sundays
- Be personally involved in your child's education and practice of the faith
- Oversee your child's completion of class assignments when assigned
- If you feel inadequately prepared in your own religious education to be adequate help to your child, please feel free to contact the Religious Education Coordinator for support

#### MEDICAL NEEDS

We recommend that students carry any special medications with them when they come to class. Please note any medical or emotional conditions, or allergies on the registration paperwork and inform the Religious Education Coordinator of any changes. This information will be kept strictly confidential and shared only with your child's teachers.

#### ARRIVAL/DISMISSAL PROCEDURES

Parish School of Religion program will begin immediately following the 8:30 am Mass (approximately 9:15 am). Students will be dismissed at 10:45 am. For safety reasons, we ask that a parent, guardian or older sibling of students in Kindergarten – Grade 1, come into the Church to get their child.

#### CHILD VISITORS WITH PSR STUDENTS

Our Parish School of Religion program does welcome our students' friends to attend class with them in the event of a sleepover, etc.. For the safety of all persons involved, we do ask that our parents notify their child's teacher in one of two ways: (1) in advance via phone/email with the name of the child who will be attending as a guest and a parent's name and phone number or (2) accompany your child and his/her guest friend to the classroom and notify the teacher at that time and provide necessary information. This ensures we know exactly who is in our classrooms and parental contact information should we need to reach them about their child.

#### LATE ARRIVALS

Lateness interferes greatly with a student's progress and is disruptive to both the catechist and the rest of the class. Please be sure to get your child to class on time, unless tardiness is unavoidable due to circumstances beyond your control.

#### VOLUNTEER OPPORTUNITIES

Our Parish School of Religion program is staffed almost entirely by volunteer teachers and aides. On occasion we need substitute teachers or additional classroom help for special projects or lessons. If you are interested in offering your time and skills, please contact via phone or email the Religious Education Coordinator. Please note that all teachers, aides and substitutes are required to attend Protecting God's Children and be fingerprinted by the Sheriff's Office for a background check before being welcomed to assist in any way.

#### INCLEMENT WEATHER

In case of inclement weather, please check our Parish Facebook for the status of Sunday PSR or your email where an email will be sent. Of course, if the roads are dangerous outside the city, we expect parents will use their own prudent judgment on whether to drive into town early for class and Mass. St. Mary PSR Classes will be canceled automatically if Fairfield County is under a Level 2 Emergency.

#### ILLNESS OR ACCIDENT

If a student becomes ill or has an accident during class time, he/she will be brought to the office and if the situation calls for it we will phone the child's parents. Every attempt will be made to reach a parent/guardian. Please keep all emergency communication information up to date at all times.

#### CONTACT INFORMATION CHANGE

In order to have the most accurate information on file to reach parents for emergencies or to circulate information, please be sure to contact the Religious Education Coordinator if your home address, phone numbers, or email address change so we can update our records.