

**Continuing Catholic Formation  
–Youth (CCF)**

**Parent/Youth Handbook  
2021-2022**

**Sacred Heart Parish, Flatonia  
Saints Cyril & Methodius Parish, Cistern  
Roman Catholic Diocesan Church of Victoria in  
Texas**

**P.O. Box 186; Flatonia, TX 78941-0186  
361-865-3568**

**Website: [shsscm.org](http://shsscm.org)**

## **WELCOME TO CCF-Youth**

The purpose and mission of the Continuing Catholic Formation (CCF) Program for our two parishes is to call all the members of our Catholic communities into a communal encounter with Jesus through the Church, give them additional discipleship formation and help them make a permanent commitment to live as Jesus taught us to live.

We believe that growth in faith is a lifelong journey undertaken in community and guided by the Spirit. We also believe that the family is the primary community in which faith is shared and nurtured. The whole Church community, beginning at the parish level, puts itself at the service of the family to help form young Catholics. The formal religious formation in our parishes is intended to support the family and the Church community in this mission. One of the goals of our Continuing Catholic Formation Program is active development that translates into active faith.

Before we are called to develop our faith, we are called to worship. Our faith formation finds its source and summit in the Sunday Eucharist. Therefore, all parents are called to attend Sunday Mass with their children, and then to participate in activities planned for the catechetical year. Parents are also encouraged to take this time of faith development by attending adult sessions offered in our parishes and diocese. The parents' example will show their children that we never stop growing and developing our faith. There is no graduation from religious formation.

This handbook is provided to give parents important information about our CCF-Youth Program. We ask that all parents read it carefully and review it with their children.

If there any questions or anyone would like to volunteer, please contact a child's catechist or the CCF Coordinator. We look forward to a faith filled and exciting year.

God bless you always,

Eddie Winkler, pastor

Sacred Heart Catholic Church  
Religious Education (CCF) Guidelines

- ❖ *Students in 2nd, 9th, and 10th grade **MUST** meet attendance requirements of no more than 4 absences. If you know your child will be absent, please speak to your catechist or Mrs. Mariana Herrera.*
- ❖ Students are required to celebrate Sunday Eucharist. Mass is celebrated at Sacred Heart Saturdays at 5:00PM, and on Sundays at 9:30 AM. Mass is celebrated at Sts. Cyril and Methodius Church Sundays at 8:00 AM.
- ❖ Children in **1st Grade** will meet every Sunday during the Homily at Sunday Eucharist. Catechists will escort students to their classroom before the Gospel. They will rejoin the congregation once the Homily has concluded.
- ❖ Children in **2nd, 8th, 9th, and 10th Grades** will meet every week after Sunday Eucharist. Once Mass is over, students will head to their classrooms. CCF will conclude no later than 12:00 PM (Noon).
- ❖ Children in grades **3rd- 7th** will meet every other Wednesday. Parents are required to attend these CCF sessions as we will be having parent-child activities. It is very important that your children see your participation in their faith formation.
- ❖ Children preparing to receive the Sacrament of Confirmation, **must** attend Confirmation Prep the year prior.
- ❖ Children preparing to receive their First Holy Communion, **must** attend First Communion Prep the year prior.
- ❖ Participation in Sunday Eucharist is an important part of active participation in your faith. Students will be expected to be gift bearers, greeters, ushers, choir members, etc.
- ❖ **Dress Code:** Students should show respect for their surroundings, the church, the parish grounds and CCF buildings by wearing appropriate

clothing. No hats or caps worn inside buildings. Students should dress in a way appropriate for visiting church and sharing with peers.

- ❖ **Safe Environment:** Diocesan policy is that every adult volunteer or staff on parish grounds working with children at any time is required to take the Safe Environment Training class and have a clear background check. No adult is allowed to work with children in any form without this program being completed within 90 days of the beginning of volunteering. Please check with the office if you need to attend this workshop. Parents are welcome to visit the classroom at any time but they may not be left alone with the students without this training.
  - Unfortunately, many children have experienced both physical and sexual abuse. Catechists have a moral and legal obligation to take action should they become aware of a situation involving a child. Any case of abuse or suspected abuse must be reported to local or state law enforcement agencies or the Texas Department of Human Services. If you have any questions about reporting a suspected case of abuse or neglect contact the office. If there is suspected abuse, the Diocese of Victoria has procedures to follow. Please contact the office.
  
- ❖ **Severe Weather:** If weather is a concern due to ice on the road or other severe weather, CCF sessions may be cancelled. If you have any questions about cancellation, please call the office (361.865.3568) or send a Flocknote. Do not leave your child if you have any doubt about classes being held! If you do not see lights in the classrooms or cars, PLEASE DO NOT LEAVE YOUR CHILD! **After Children Arrive/During Sessions:** We will not dismiss early unless there is an immediate and severe threat. In the case of such an emergency parents may pick up their children early. Call the office to see if the sessions will end early, children will remain in the classrooms for pickup by parents or guardians; they will not be dismissed from the room without contact with a parent or guardian.
  
- ❖ **Dismissal:** During Wednesday Family, parents can take their children with them once the session is over. During Sunday CCF, children are not allowed to leave the classroom until dismissed by a catechist, aide or the

pastor. Parents are to pick up their children at noon. Please inform the catechist if a child or children are going home with a teenage driver.

If there is an emergency that causes you to be late, please call Mrs. Marianna Herrera.

Children will not be left outside to wait for late arriving parents; they will remain in the building with adult supervision until a parent arrives. This is for the safety of the children.

### **Parent Responsibilities**

We are here to assist parents with their children's faith development. Parents are the primary catechists or teachers of the faith. Therefore parents are called to:

- Keeping holy the Lord's Day primarily by participating in the Sunday Eucharist. Our usual Sunday Mass schedule is as follows: Sacred Heart Church - Saturday 5:00 PM and Sunday 9:30 AM; Saints Cyril & Methodius Church – Sunday 8:00 AM.
- Praying daily with their children.
- Attending family activities scheduled, usually on the third Wednesday of the month.
- Participating in Lenten celebrations.
- Helping with parish activities such as picnics and other social or fundraising events, extra activities, church or outdoor decorations, CCF-Youth Christmas pageant, etc.
- Participating in any family activity that is sent home with your child(ren).

### **SACRED HEART CCF DISCIPLINE PLAN**

In order to guarantee all our children the formation environment they deserve, we are observing the following Discipline Plan. All children are expected to comply and obey all rules. We believe the children should behave appropriately in class and on parish grounds.

- Remain on sidewalks, no running. Be respectful of the flowerbeds, trees and plant life.
- Be in class on time and go directly to the classroom after arriving.
- Be respectful of all catechists, aides, adult helpers and children.

- Follow the direction of all catechists, aides and adult volunteers at all times.
- Only one person speaks, catechist or student, at all times.
- Hands should be raised before speaking and the child or teenager should wait to be called.
- Learn all required materials.
- No tobacco products of any kind; no weapons, alcohol or drugs at any time anywhere.
- No toys, footballs, basketballs or hand games. All toys will be taken to the office and returned to a parent only.
- Cell phones must be turned off. If a child is found using a cell phone during a CCF session, the cell phone will be taken to the office and will be returned to a parent only.
- No outside food or drinks in the classrooms; no chewing gum.
- Children are expected to get a drink of water and use restrooms before class if needed.
- No fighting of any kind (verbal or physical).

### **If a Child or Teenager Chooses to Break a Rule:**

**1<sup>ST</sup> Incident** – verbal warning from a teacher or adult. The child will be reminded of expected behavior as stated in this handbook.

**2<sup>nd</sup> Incident** – a phone call will be made to the parents or a letter will be mailed to the parents.

**3<sup>rd</sup> Incident** – Any student, who continues the behavior at ANY TIME after the second warning, will be sent to the office and a parent will be called and the child will be sent home. In order for a child to return to the next CCF session, a parent will be required to sit in the session with their child.

**Beyond 3<sup>rd</sup> Incident could result in parents being asked to provide for the formation of their child at home.**

### **RIGHT TO AMEND**

*This handbook is primarily a means of communication. It is meant to provide you, the parent/guardian, with helpful information. Sacred Heart Parish, Flatonia and Saints Cyril & Methodius Parish reserve the right to amend this handbook as necessary at any time.*