

## St. Elizabeth's Christian Formation

2021-2022

Health Policies  
(as of 8/22/2021)

- Masks must be properly worn by everyone in the school at all times – this includes parents/grandparents/siblings who may be dropping off or picking up students.
- Students will be spaced 3-6 ft within their classrooms with windows/doors open for ventilation when/where possible. Students will be asked to enter into the school using the different doors, depending on where their classroom is located. More information for that will come out leading up to the first week of Christian Formation.
- Hand sanitizer will be at every entrance and proper handwashing protocols must be followed. Rooms will be cleaned and sanitized before and after classes.
- While we stress that attendance is very important, *if your son/daughter is not feeling well, please keep your child at home and notify Stephanie* ([smoss@stelizabethchurchmd.org](mailto:smoss@stelizabethchurchmd.org)). Your child (and your family)'s health is most critical! After you notify us of your child's absence, we will walk you through the make-up assignment and submission process.
- Any child showing signs of sickness during class will be sent to the Christian Formation Office and a parent will be called to pick up the student.

## St. Elizabeth's Christian Formation

### Parent Handbook

Msgr. J. Wilfrid Parent, Pastor  
Fr. Kevin Fields, Parochial Vicar

St. E's Staff

Director of Christian Formation  
Mary Theresa Heneghan

Coordinator of Christian Formation  
Stephanie Moss

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## St. Elizabeth's Christian Formation Statement of Purpose

*The Christian family is ordinarily the first experience of the Christian community  
and the primary environment for growth in faith.  
It is the place in which the word of God is received and from which it is extended.*  
National Directory for Catechesis

Instruction in our parish formation program endeavors to provide our youth and families with the authentic teaching of the Catholic Faith, as they are invited to fall in love with Jesus Christ and his Church.

### Curriculum

St. E's will use the "Alive in Christ" series as the basis for its curriculum for grades first through seventh grade (except fifth grade). This curriculum is written by Our Sunday Visitor. The fifth grade program will use the "Christ Our Life" book, written by the Sisters of Notre Dame, Chardon, Ohio. The eighth grade program uses "Chosen" as its primary text. This curriculum is written by Ascension Press. Copies of all texts are available in the Christian Formation office for your review.

### Administrative Policies

Calendar: St. E's follows the Montgomery County Public School calendar.

Emergency Closing: Whenever there are concerns due to inclement weather or an emergency, our classes will be cancelled as well and families will be notified via Flocknotes. You can also check the St. E's Website at <http://www.stelizabethchurchmd.org> for weather related closings.

Attendance: Attendance will be taken for each class. It is important that students attend class each week, unless a student is unwell. If a student misses a class, make-up work will be assigned. Parents are requested to notify the office if their child will be absent.

Promptness: It is imperative that students arrive for class on time. Teachers may use their discretion to hold their class past the dismissal bell, if tardiness is a particular problem for a class.

Evaluation: We strive to maintain classroom settings that are instructive as well as comfortable for all students. If a student has a behavioral or other classroom problem, parents will be contacted by phone or written report. A meeting with the Coordinator will follow, if necessary, to rectify the situation.

## St. Elizabeth's Christian Formation Behavior and Attendance Policies

In order to create a climate where students can learn and enjoy their time in the Christian Formation classes, certain regulations are necessary. Our goal in setting these standards is to help the students develop a sense of self-discipline and responsibility for themselves and others. Behavior standards are as follows:

- ✓ Students are expected to participate in classroom discussion, prayer and activities as well as complete and hand in all homework on time.
- ✓ All students, as young Christians are expected to show respect for all catechists, visitors to the classroom, Christian Formation staff and other students.
- ✓ Students are expected to attend each and every class (except due to illness or emergency). **\*\*PLEASE READ THE BACK PAGE REGARDING THIS YEAR'S HEALTH POLICIES and note that these may change depending on the dynamics and changes of our current situation.**
- ✓ Students should be in class at the appointed time. Please make every effort to have your child in the building 5 minutes before class is scheduled to begin. Students arriving late are disruptive to the learning process not only for themselves, but their classmates as well.
- ✓ Students are expected to show respect for school property, this includes not leaving trash on floor or grounds, graffiti on tables/chairs in the classroom. Damage to classroom property must be replaced by student.
- ✓ Students should bring only necessary items to class. **Do not bring cell phones, iPods/MP3, video games, etc. Phones, music and gaming devices will be held by the catechist/Christian Formation staff until the end of the class.**

If a student fails to meet the above expectations and his/her behavior disrupts the education process for themselves or others, the following actions will be taken:

- ✓ A verbal warning will be given to the student.
- ✓ If the student's behavior does not improve and he/she continues to be disruptive, the child may be sent out of the class to the Christian Formation Office. Parents will be notified.
- ✓ If necessary, a meeting between parents, the Coordinator of Christian Formation and student will be arranged to discuss the child's continuation in the program. Parents may be asked to consider an alternative to classroom instruction.