

**SAINT TITUS AND OUR LADY OF FATIMA
RELIGIOUS EDUCATION HANDBOOK**



Religious Education

Dear Friends in Christ,

There is in place in every parish in the Diocese of Pittsburgh, a Catechetical Curriculum for preschool through grade eight in the Parish Religious Education Programs. Every catechetical administrator and catechist follows this program. The overall program builds upon the previous year and is based on the student's age level of understanding.

Although each student is provided with the materials needed to learn the basic concepts of the catholic religion, the primary responsibility is focused in the home by the parents. Let us work together to accomplish our primary goal, which is to teach what the catechism of the catholic church teaches:

“the transmission of the Christian faith consists primarily in proclaiming Jesus Christ in order to lead others to the faith in him” (CCC 425).

To Catechize {teach} is “to reveal in the Person of Christ the whole of God's eternal design reaching fulfillment in that Person. It is to seek to understand the meaning of Christ's actions and word and the signs worked by him.” Catechesis aims at putting “peoplein communion....with Jesus Christ: only he can lead us to the love of the Father in the Spirit and make us share in the life of the Holy Trinity.” (CCC 426).

Drugs, alcohol and cigarettes are not permitted anywhere in the Religious Education Center or on church grounds. This includes the parking lot. Any student who violates this mandate will be dealt with in accordance with the diocesan policy.

Children are to use books, materials, classrooms, bathrooms and all school facilities with respect. Vandalism will be dealt with immediately and restitution will be required.

TARDINESS: Please call the office if you expect your child to be late for class so your child can be met at the door and admitted into the building.

ABSENCES:

- If your child will not be attending class please call the religious education office:

| | |
|--------------------|--------------|
| St. Titus | 724-375-7940 |
| Our Lady of Fatima | 724-378-8020 |

- **A maximum of four absences per year will be allowed. Students with inconsistent attendance or chronic lack of attendance will not be permitted to progress to the next level unless the student can demonstrate sufficient grade-level catechetical formation.**
- If it is unavoidable that your child will be absent frequently due to extenuating circumstances, such as may occur with custodial and non-custodial parents, please call the office to discuss the situation.
- If a student is returning to class after an absence, please write an excuse. Be sure to include the child's name, grade, reason for the absence and your signature.

Cooperation and observances of these regulations is appreciated. They will ensure a safe atmosphere for the children and an environment conducive to growth in the love of God.

STUDENT BEHAVIOR POLICY: We expect children to behave in a Christ-like manner toward each other and toward the catechists.

Students are expected to:

- Attend class regularly and on time.
- Participate in discussions and activities planned.
- Be prepared for weekly classes.
- Complete any assignments given and bring back to class each week.

When classroom behavior becomes a problem, the following procedure will take place:

- The teacher will speak to the student about his/her behavior.
- If the behavior problem persists, a conference will be held with the student and the coordinator of the religious education program.
- If the student continues to behave in an undesirable manner, the parent(s) or guardian(s) will meet with the teacher, the coordinator, and the student.
- If all the above measures fail, the child and parent will meet with the pastor and the coordinator.

WE RESERVE THE RIGHT TO DISMISS A CHILD FROM THE RELIGIOUS EDUCATION PROGRAM IF THE PREVIOUS STATED MEASURES ARE NOT SUCCESSFUL.

MISSION STATEMENT: The Saint Titus and Our Lady of Fatima Parish Schools of Religious Education exist in order to instruct our children in the Catholic faith.

PARENTS AND GUARDIANS ARE THE PRIMARY EDUCATORS OF THEIR CHILDREN. The diocesan policy in regards to our religious education programs at St. Titus and Our Lady of Fatima is that the Catechetical Administrator, the Parish staff and the catechists exist to support and assist the primary caregivers in being faithful to the vow they took at their child's baptism.

We believe that

...Religious education is a lifelong process.

...Religious education is a concerted pastoral activity of the Christian community.

...The parents/guardians are the foundations of religious education and together we build on that foundation.

...Jesus is present in every person we teach.

...Jesus is the focus in every aspect of our teaching and activity in the classroom.

***RELIGIOUS CLASSES DO NOT TAKE THE PLACE OF ATTENDANCE AT MASS EACH WEEKEND.** Please see to it that your children attend Mass regularly.

CLASS REGULATIONS:

- St. Titus K-6 attends classes from 8:45-9:45 AM with teachers providing Children's Liturgy of the Word at Mass following class. Grades 7-8 attend classes from 8:30-9:45 AM. Our Lady of Fatima classes begin promptly at 9:30 a.m. and end at 10:45 a.m.
- Please be on time picking up your children. Staff leaves St. Titus at 10:00 a.m. to attend the 10:00 a.m. Mass. Our Lady of Fatima staff leaves at 11:00 a.m. in order to attend the 11:00 a.m. Mass.
- If an unexpected situation arises concerning your child's pick up, call the religious education office to make alternate arrangements. No child will be excused from class early unless a **written request** is sent or a **phone call** is made to the office.

| | |
|---------------------------|--------------|
| St. Titus office | 724-375-7940 |
| Our Lady of Fatima office | 724-378-8020 |

- Students may bring a guest to class with permission of the coordinator. Guests must observe class regulations and dress code.

DROP OFF AND PICK UP POLICY:

St. Titus: Parents and guardians of children in Kindergarten through 1st grade are asked to:

- > Take your child directly to the classroom before class begins.
- > Dismissal for K-6 will be in Church after Liturgy of the Word.

Our Lady of Fatima:

- > All children will be directed to the School Cafeteria for the beginning of class.
- > Children in Kindergarten through grade 3 will not be dismissed from the classroom unless parent, guardian or other authorized person is present. Please inform the office when someone other than the parent will pick up your child.

SCHOOL ATTIRE:

- Only clothes appropriate for school may be worn to class.
- No one will be allowed in the classroom without shirts or shoes.
- Girls may not wear halter tops, bathing suits or very short or tight-fitting clothing.
- T-shirts with anti-Christian slogans are not permitted.

CANCELLATION OF CLASSES: In case of inclement weather, please listen to KDKA 1020 radio or watch KDKA Channel 2 or WPXI Channel 11 for cancellation information.

MEDICATIONS: No medications will be given to students during class time.

What Your Children Need to Know

Below is a list of prayers and concepts of our faith that the children should know according to grade level. Please review this information with your children. Since there is not enough time to do memorization in Rel. Ed., these prayers should be taught at home. Please take the time to work with your children.

Prayers and Concepts

- | | |
|------------------------------|----------------------------------|
| 1. Sign of the Cross | 14. Hail, Holy Queen |
| 2. Our Father | 15. The Rosary and the Mysteries |
| 3. Hail Mary | 16. Laws of Fast and Abstinence |
| 4. Glory Be to the Father | 17. The Way of the Cross |
| 5. Morning Offering | 18. The Ten Commandments |
| 6. Responses to Mass Prayers | 19. Laws of the Church |
| 7. Grace Before Meals | 20. Works of Mercy |
| 8. Grace After Meals | 21. The Seven Sacraments |
| 9. Act of Contrition | 22. Holy Days of Obligation |
| 10. Act of Faith | 23. The Beatitudes |
| 11. Act of Hope | 24. Fruits of the Spirit |
| 12. Act of Love | 25. Gifts of the Spirit |
| 13. Apostles' Creed | 26. Marks of the Church |

DESIGNATION FOR EACH GRADE LEVEL

| | | | | | | | | | | | | | | |
|---|--------------|---------------|----|---|---|---|---|---|----|----|----|----|----|----|
| K | 1 | 2 | 7 | | | | | | | | | | | |
| 1 | 1 | 2 | 3 | 4 | 7 | 8 | | | | | | | | |
| 2 | 1 | 2 | 3 | 4 | 6 | 7 | 8 | | | | | | | |
| 3 | 1 | 2 | 3 | 4 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 21 | 22 |
| 4 | 1 through 14 | 17 through 22 | 26 | | | | | | | | | | | |
| 5 | 1 through 23 | 26 | | | | | | | | | | | | |
| 6 | 1 through 23 | 26 | | | | | | | | | | | | |
| 7 | 1 through 26 | | | | | | | | | | | | | |
| 8 | 1 through 26 | | | | | | | | | | | | | |