

**FAITH FORMATION REGISTRATION FORM 2021 – 2022 (PLEASE COMPLETE BOTH SIDES)**

**St. Peter the Apostle Catholic Church 12747 Interlaken Road Trinity, FL 34655 727-264-8968 faithform@sptatrinity.org**

Family Last Name \_\_\_\_\_ Parish Envelope Number \_\_\_\_\_ Need to Register w/ SPTA \_\_\_\_\_

Student(s) Live With (Please Circle) Both Parents Mother Father Guardian (Relationship): \_\_\_\_\_

Home Address \_\_\_\_\_ E-Mail Address \_\_\_\_\_

\_\_\_\_\_ Primary Phone \_\_\_\_\_

Mother's Name \_\_\_\_\_ Mother's Work/Cell \_\_\_\_\_

Father's Name \_\_\_\_\_ Father's Work/Cell \_\_\_\_\_

**IN CASE OF EMERGENCY** and in the event parents or legal guardian cannot be reached, please contact:

Name: \_\_\_\_\_ Relationship to Child(ren) \_\_\_\_\_

Phone: \_\_\_\_\_ Permitted to Release Child(ren) Yes No (Circle One)

**Please INITIAL to check all that apply below:**

\_\_\_\_\_ By providing the email address above **I consent** to email communication from the parish (do not provide if you do not consent).

\_\_\_\_\_ I have received a copy of the Diocesan Harassment and COVID 19 Policies, and have read and will comply with the policies as listed.

\_\_\_\_\_ I have attached a completed and signed 2021 – 2022 SPTA Parent/Student Parish Faith Formation Policy Acknowledgement Form.

\_\_\_\_\_ I have attached a completed and signed 2021 – 2022 Promotional Media Release form for each child.

\_\_\_\_\_ I have attached a copy of Baptism Certificate if student is receiving a Sacrament in 2020 **OR** \_\_\_\_\_ Copy previously submitted to SPTA

\_\_\_\_\_ I am enclosing \$ \_\_\_\_\_ Faith Formation Tuition Registered Family: \$75.00 per student; \$150.00 Max per Family. \*\*

\_\_\_\_\_ I am enclosing \$ \_\_\_\_\_ Faith Formation Tuition Non-Registered Family: \$200.00 per student; \$400.00 Max per Family.

\_\_\_\_\_ I am enclosing \$ \_\_\_\_\_ Sacramental Preparation Fee for each student receiving First Eucharist in 2020 (\$75.00 per student).

\_\_\_\_\_ I am enclosing \$ \_\_\_\_\_ Sacramental Preparation Fee for each student receiving Confirmation in 2020 (\$100.00 per student).

\_\_\_\_\_ Completed and Signed Sacramental Pre-Registration Information Form for 2021 – 2022 Sacrament (Office Use).

Signature of Parent/Guardian \_\_\_\_\_ Printed Name \_\_\_\_\_ Date \_\_\_\_\_

\*\*Scholarships Available

Please complete Both Sides

**2021 – 2022 Promotional Media Release**

During the Faith Formation Program Year, St. Peter the Apostle Catholic Church may participate in videotape, motion picture, audio recording or still photograph productions that involve the use of students’ names, likenesses or voices. Such productions may be used for educational or exhibition purposes by St. Peter the Apostle Catholic Church in perpetuity and may be copied, copyrighted, edited and distributed by St. Peter the Apostle Catholic Church in perpetuity unless said consent is revoked in writing.

News media, including representatives of television, radio, newspapers and magazines, also often are permitted on parish property and may take notes, still, photos, sound recordings and/or moving pictures that may include your child. These items may appear or be used in news or feature stories by print, television or radio media.

You have the right to object to the use of your child’s name, picture or voice in these productions and may do so by completing the form below and returning it to the Parish Director of Faith Formation for St. Peter the Apostle Catholic Church. If you have any questions, please contact the Faith formation office at 727-264-8968.

Please return this form by September 15, 2021

I/We, the undersigned, **do / do not** hereby consent that:

(Circle One)

St. Peter the Apostle Catholic Church may use the name, portrait, or other likeness of my child for St. Peter the Apostle Catholic Church bulletin boards, Website, news releases, media and promotional activities. This consent is renewed at the beginning of each Faith Formation Program Year.

Student’s Name

Date of Birth

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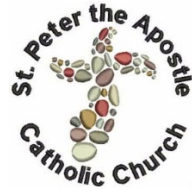
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Father or Legal Guardian’s Name (print)

Mother or Legal Guardian’s Name (Print)

Father or Legal Guardian’s Signature

Mother or Legal Guardian’s Signature



12747 Interlaken Road, Trinity, FL 34655  
(727) 264-8968

## ANNUAL PARENTAL PERMISSION/RELEASE (St Peter ROCKS) for Communication, Photos, and Medical

### Method of Communication Release:

During the year your teenager is a member of the parish youth ministry, we do try to keep them up-to-date with dates for meetings and/or changes in our calendar of events. With the implementation of the Safe Environment policies within the Diocese of St. Petersburg, we are now seeking your permission for these items.

\_\_\_ Yes, I give \_\_\_\_\_ (my youth) permission to communicate with the Parish Coordinator of Youth Ministry and/or youth ministry team leaders through the use of his/her:  
(please check all that apply)

- Email address \_\_\_\_\_
- Facebook \_\_\_\_\_
- Instant Messaging \_\_\_\_\_
- Home phone \_\_\_\_\_
- Cell phone \_\_\_\_\_
- Text message \_\_\_\_\_
- Postal mail \_\_\_\_\_

I also give permission for the Parish Coordinator of Youth Ministry and/or youth ministry team leaders to use this contact information to communicate with him/her. We understand that any addresses received through the parish youth ministry will only be used for the parish youth ministry purposes.

\_\_\_ No, I do not give \_\_\_\_\_ (my youth) permission to communicate with the Parish Coordinator of Youth Ministry and/or youth ministry team leaders through the use of his/her (please check all that apply):

- Email address  Facebook
- Instant Messaging
- Text message
- Home phone
- Cell phone
- Postal mail

\_\_\_ I, as parent/guardian, would also like to receive an email update of all dates for meetings and/or changes in the calendar of events. My email address is: \_\_\_\_\_.

### Publicity/Photo/Video Release:

From time to time, publicity releases for newspapers, television, website, and other media may be prepared about events occurring at the parish. These may or may not be accompanied by photos or videotape of students. The releases may be prepared by Parish or media representative.

\_\_\_ Yes, I do give permission for my student(s) name and likeness to be included in such publicity leases/photos/videos.

\_\_\_ No, I do not give permission for my student(s) name and likeness to be included in such publicity releases/photos/videos.

(over)

Reviewed 04/04/2019

**St. Peter the Apostle Catholic Church**  
**12747 Interlaken Road, Trinity, FL 34655**  
**(727) 264-8968**

IN CASE OF AN ACCIDENT OR SERIOUS ILLNESS, THE ABOVE PARISH WILL CONTACT THE PARENT/GUARDIAN LISTED BELOW. IF THE PARISH IS UNABLE TO REACH THEM, OR ANY OTHER PERSON DESIGNATED, THEN I HEREBY AUTHORIZE THE CHURCH AND ITS REPRESENTATIVES TO CONTACT MY CHILD'S PHYSICIAN AND/OR MAKE ARRANGEMENTS FOR IMMEDIATE EMERGENCY TREATMENT. PAYMENT OR FEES FOR ALL MEDICAL SERVICES WILL BE THE RESPONSIBILITY OF THE PARENT/GUARDIAN. THIS MEDICAL RELEASE IS VALID FROM AUGUST 1, 2021 UNTIL JULY 31, 2022 AND FOR ALL EVENTS THROUGHOUT THE YEAR. I UNDERSTAND THAT IT IS THE PARENT'S RESPONSIBILITY TO UPDATE THIS FORM AS NECESSARY THROUGHOUT THE YEAR.

Youth's Name: \_\_\_\_\_

Parent or Legal Guardian's Name \_\_\_\_\_ Phone(s) \_\_\_\_\_

Emergency contact information: \_\_\_\_\_

Family Physician's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Insurance Co. Name \_\_\_\_\_ Medical Insurance: ID number \_\_\_\_\_

Group Number \_\_\_\_\_ Cardholder's Name \_\_\_\_\_

**Health Information**

List all medications taken daily and/or regularly: \_\_\_\_\_

Youth/participant's allergies, if any, including medication and food allergies: \_\_\_\_\_

Youth/participant's chronic medical problems (e.g. diabetes, epilepsy): \_\_\_\_\_

Youth/participant's other physical restrictions or dietary requirements (if any): \_\_\_\_\_

Date of Tetanus: \_\_\_\_\_ Other medical: \_\_\_\_\_

**Other medical treatment:** In the event it comes to the attention of the Church representatives, volunteers or employees that my child has become ill with symptoms such as headaches, vomiting, sore throat, fever, diarrhea, I want to be called collect.

**My child may be given:** Tylenol (circle: yes / no); Ibuprofen (circle: yes / no); Throat lozenges (circle: yes / no); Benadryl (circle: yes / no).

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

STATE OF FLORIDA, COUNTY OF \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ who [ ] is personally known to me, or [ ] who produced the following as identification \_\_\_\_\_.

(SEAL)

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
Typed or printed name

Commission No. \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Birthdate \_\_\_\_\_ Age as of 9/15/2021 \_\_\_\_\_ Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

School \_\_\_\_\_ Grade (Fall 2021) \_\_\_\_\_

SACRAMENTS RECEIVED BY CHILD Date/Church/City/State

Baptism Yes No \_\_\_\_\_

First Reconciliation Yes No \_\_\_\_\_

First Eucharist Yes No \_\_\_\_\_

Confirmation Yes No \_\_\_\_\_

Previous Religious Ed. Year(s) Completed \_\_\_\_\_

SPTA \_\_\_\_\_ Other: \_\_\_\_\_

What we should know about your child (allergies, medical, behavioral, or physical conditions) \_\_\_\_\_

**Check Desired Weekly Session Below:**

\_\_\_\_ Pre K thru Fifth Grade:

\_\_\_\_ Middle School (6<sup>th</sup> - 8<sup>th</sup>):

\_\_\_\_ Senior Youth (9<sup>th</sup> - 12<sup>th</sup>): (Includes Confirmed Middle School Students)

**My Child Needs Sacramental Preparation:**

\_\_\_\_ 1<sup>st</sup> Eucharist Prep for 2022 (2<sup>nd</sup> Year prep)

\_\_\_\_ 1<sup>st</sup> Eucharist Prep for 2023 (1<sup>st</sup> Year prep)

\_\_\_\_ Confirmation Prep for 2022 (2<sup>nd</sup> Year prep Grade 8)

\_\_\_\_ Confirmation Prep for 2023 (1<sup>st</sup> Year prep Grade 7- 8)

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Birthdate \_\_\_\_\_ Age as of 9/15/2021 \_\_\_\_\_ Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

School \_\_\_\_\_ Grade (Fall 2021) \_\_\_\_\_

SACRAMENTS RECEIVED BY CHILD Date/Church/City/State

Baptism Yes No \_\_\_\_\_

First Reconciliation Yes No \_\_\_\_\_

First Eucharist Yes No \_\_\_\_\_

Confirmation Yes No \_\_\_\_\_

Previous Religious Ed. Year(s) Completed \_\_\_\_\_

SPTA \_\_\_\_\_ Other: \_\_\_\_\_

What we should know about your child (allergies, medical, behavioral, or physical conditions) \_\_\_\_\_

**Check Desired Weekly Session Below:**

\_\_\_\_ Pre K thru Fifth Grade:

\_\_\_\_ Middle School (6<sup>th</sup> - 8<sup>th</sup>):

\_\_\_\_ Senior Youth (9<sup>th</sup> - 12<sup>th</sup>): (Includes Confirmed Middle School Students)

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\_\_\_\_ 1<sup>st</sup> Eucharist Prep for 2022 (2<sup>nd</sup> Year prep)

\_\_\_\_ 1<sup>st</sup> Eucharist Prep for 2023 (1<sup>st</sup> Year prep)

\_\_\_\_ Confirmation Prep for 2022 (2<sup>nd</sup> Year prep Grade 8)

\_\_\_\_ Confirmation Prep for 2023 (1<sup>st</sup> Year prep Grade 7-8)

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Birthdate \_\_\_\_\_ Age as of 9/15/2021 \_\_\_\_\_ Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

School \_\_\_\_\_ Grade (Fall 2021) \_\_\_\_\_

SACRAMENTS RECEIVED BY CHILD Date/Church/City/State

Baptism Yes No \_\_\_\_\_

First Reconciliation Yes No \_\_\_\_\_

First Eucharist Yes No \_\_\_\_\_

Confirmation Yes No \_\_\_\_\_

Previous Religious Ed. Year(s) Completed \_\_\_\_\_

SPTA \_\_\_\_\_ Other: \_\_\_\_\_

What we should know about your child (allergies, medical, behavioral, or physical conditions) \_\_\_\_\_

**Check Desired Weekly Session Below:**

\_\_\_\_ Pre K thru Fifth Grade:

\_\_\_\_ Middle School (6<sup>th</sup> - 8<sup>th</sup>):

\_\_\_\_ Senior Youth (9<sup>th</sup> - 12<sup>th</sup>): (Includes Confirmed Middle School Students)

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\_\_\_\_ 1<sup>st</sup> Eucharist Prep for 2022 (2<sup>nd</sup> Year prep)

\_\_\_\_ 1<sup>st</sup> Eucharist Prep for 2023 (1<sup>st</sup> Year prep)

\_\_\_\_ Confirmation Prep for 2022 (2<sup>nd</sup> Year prep Grade 8)

\_\_\_\_ Confirmation Prep for 2023 (1<sup>st</sup> Year prep Grade 7-8)

**ST PETER THE APOSTLE CATHOLIC CHURCH**  
**Parent/Student Faith Formation Safe Environment Policy Acknowledgement**

I/We have received and read the Faith Formation Parents Handbook of St. Peter the Apostle Catholic Church. My child(ren) and I/We acknowledge, understand, and agree to cooperate with and abide by the Diocesan/Parish program policies set forth in this handbook, including the Harassment Policy in Non-Employment Situations and the Safe-Environment (including COVID 19) Policies of the Diocese of St. Petersburg. I/We understand that as a growing Parish necessitates, this Handbook may be amended and written notices will be sent with the children and announced at family meetings. I/We understand that my child will receive instruction in Safe Environment practices within the regular program class time.

Please sign/print/date as appropriate in the spaces provided.

\_\_\_ I will attend the Parent/Student Safe Environment Education program session as scheduled on the date designated on the Faith Formation/Parish Calendar

\_\_\_ I cannot attend the Parent Safe Environment Education Program, but I wish to receive all materials related to the Safe Environment Parent Education Program

\_\_\_ I cannot attend the Parent Safe Environment Education Program and do not wish to receive the materials related to the program

\_\_\_\_\_  
(Signature) Parent/Guardian

\_\_\_\_\_  
(Signature) Parent/Guardian

\_\_\_\_\_  
(Name Printed) Parent/Guardian

\_\_\_\_\_  
(Name Printed) Parent/Guardian

\_\_\_\_\_  
Date

St. Peter the Apostle Catholic Church  
Name of Parish

**Student Name(s) Printed**

**Student(s) Signature(s) [optional]**

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

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COURAGEOUSLY  
*Living the Gospel*

**Roman Catholic Diocese of St. Petersburg**  
**PARENTAL/GUARDIAN COVID-19**  
**CONSENT FORM AND LIABILITY WAIVER**

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Participant's name: \_\_\_\_\_

Birth date: \_\_\_\_\_ Sex: \_\_\_\_\_

Parent/Guardian's name: \_\_\_\_\_

Home address: \_\_\_\_\_

Home phone : \_\_\_\_\_ Business phone: \_\_\_\_\_

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is extremely contagious and as a result, social distancing is recommended. St. Peter the Apostle Catholic church will follow state and local standards of conduct and has put in place reasonable preventative measures to reduce the spread of COVID-19 at its Parish/School activity (including but not limited to summer camp). However, even though such standards will be followed and reasonable measures put into place, St. Peter the Apostle cannot guarantee that you or your child(ren) will not become infected with COVID-19. Further, attending the Parish/School activity could increase your risk and your child(ren)'s risk of contracting COVID-19.

By signing this agreement, I acknowledge the contagious nature of COVID-19 and that my child(ren) and I may be exposed to or infected by COVID-19 by participating in the parish/school activity and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 at St. Peter the Apostle may result from the actions, omissions, or negligence of myself and others, including, but not limited to, Parish/School employees, volunteers, and program participants and their families.

Considering the foregoing, however, I, \_\_\_\_\_, grant permission for my child, \_\_\_\_\_, to participate in this parish activity that may require transportation to a location away from the parish site, notwithstanding the risks associated with the COVID-19 virus and group activities.

I confirm that there are no necessary changes to the Medical Information Consent form for my child that I previously submitted. If there are any necessary changes, I will complete another Medical Information Consent form.

I further agree on behalf of myself, my child named herein, and my spouse, our heirs, successors, and assigns, to release, indemnify, hold harmless, and defend St. Peter the Apostle and The Roman Catholic Church of the Diocese of St. Petersburg, their members, directors, officers, employees, agents and representatives ("indemnites") associated with the event arising from or in connection with the negligent acts or omissions of the indemnites' in relation to prevention of the spread of the COVID-19 virus. I SPECIFICALLY ACKNOWLEDGE AND AGREE THAT I AM AGREEING TO DEFEND, INDEMNIFY AND HOLD HARMLESS THE INDEMNITEES' FROM THEIR OWN NEGLIGENCE IN REGARD TO THE INDEMNITEES' NEGLIGENT ACTION AND/OR INACTION IN REGARD TO PROTECTION AGAINST THE COVID-19 VIRUS.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

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Phone: (727)264-8968 Fax: (727)264-8969  
[www.sptatrinity.org](http://www.sptatrinity.org)

# **FAITH FORMATION**

Student / Family Handbook  
2021 – 2022



## *Sessions*

Grades PreK – 5: Sunday 10:00am – 11:15am  
Grades 6 – 8: Sunday 6:15pm – 7:30pm  
St. Peter ROCKS: Sunday 6:00pm – 7:30pm



## COVID 19 Statement of Understanding & Release of Liability

Diocese of St. Petersburg and St. Peter the Apostle have put in place all recommended reasonable preventative measures and standards of behavior to reduce the spread of COVID-19 at parish activities. St. Peter the Apostle will continuously monitor state and local standards of conduct to ensure we are following the most current science-based recommendations. As additional data emerges, St. Peter the Apostle may implement new protections based on the latest guidance and recommendations from the DOSP and Centers for Disease Control (CDC).

Even with implementation of safety protocols, it is not possible to prevent against the spread of disease. St. Peter the Apostle cannot guarantee that you or your child(ren) will not become infected with COVID-19; attendance at Parish and/or participation in the Parish activities could increase your risk and/or your child(ren)'s risk of contracting COVID-19.

As a parent, I acknowledge the contagious nature of COVID-19 and that my child(ren) and I may be exposed to or infected by COVID-19 by participating in the parish/school activity and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 at St. Peter the Apostle may result from the actions, omissions, or negligence of myself and others, including, but not limited to, Parish/School employees, volunteers, and program participants and their families.

***Father Michael Suszynski***

Pastor

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***Micah Ouellette***

Director of Faith Formation

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*Dear Parents/Guardians:*

*Welcome to our Faith Formation Program. When you brought your child to Church to be baptized, you were responding to the prompting of the Holy Spirit in your heart and your desire to have your child journey in faith with you and your Parish Community. At that time the Church and your Parish community rejoiced and celebrated with you in the God given gift of your child. You renewed your baptismal promises and promised to center your family in God and promised to share your faith in Jesus Christ with your child.*

*Father Michael and our entire staff are here to assist you in fulfilling these promises and continuing your journey in faith. We realize the challenges and difficulties parenting in this modern era presents. Often our society does not reflect our Christian values and many of the supports our predecessors enjoyed, such as ethnic-roots, close knit neighborhoods and a stay at home parent are no longer available. As a consequence Parents must be even more vigilant with regard to the most important task of nurturing Faith in Jesus Christ and Catholic Christian values in themselves and in their children. We as a Parish realize we must be flexible and supporting in our role and are always open to your needs, ideas, and requests.*

*We thank you for entrusting us with the privilege of assisting you in the spiritual formation of your children. With the guidance of the Holy Spirit we look forward to a fruitful and fun year. Please read and keep this little booklet; it is a work in progress as is our Faith Formation Program, and we will add to it later in the year.*

*Sincerely Yours in Christ,*

*Father Michael Suszynski  
& the Staff of  
St. Peter the Apostle Catholic Church*

Our ***Faith Formation Program*** has an important role to play in the mission of the parish and draws strength and encouragement from the community. It provides opportunities for families and children to develop their prayer life, deepen their understanding of the faith and become active participants in our community.

The ***Mission Statement of the Diocese of St. Petersburg*** begins with Matthew's account of the Ascension in Matthew, Chapter 28, 16-20:

“The eleven disciples went to Galilee, to the mountain to which Jesus had ordered them. When they saw him, they worshiped, but they doubted. Then Jesus approached and said to them, **“All power in heaven and earth has been given to me. Go, therefore, and make disciples of all nations, baptizing them in the name of the Father, and of the Son, and of the Holy Spirit, teaching them to observe all that I have commanded you. And behold, I am with you always, until the end of the age.”**

We are challenged to bring the Gospel to the entire world. Children are formed into disciples through the family's faith life and religious education. The family has primary responsibility in faith formation. The gift of faith which begins at Baptism must be nourished throughout one's entire life. The family is rightfully called the “domestic church” and as such, is the foundation of the wider faith community. Faith Formation serves the domestic church by offering guidance, instruction and support in their journey of faith and in turn is supported by the domestic church.

***Faith Formation Office:*** The office is generally open from 9:00am – 12:00pm Monday thru Thursday. Faith Formation can be reached at 727-264-8968 x 303 or by email at [mso@sptatrinity.org](mailto:mso@sptatrinity.org).

***Class Participation:*** Each grade has its own curriculum focus designed to help develop and grow your child's faith. Regular participation in all grade levels is essential to the life-long process of Faith Formation. In the event a session must be missed, please make arrangements for making-up the session by contacting your child's Catechist of the Faith Formation office.

***Special Needs:*** St Peter the Apostle will make accommodation for children with special needs in our Faith Formation program. Parents of children with special needs are welcome to check with the Director of Faith Formation for additional information or availability.

***Foundation of our Curriculum:*** Faith Formation parallels our journey and this continuous process runs from the beginning to the end of life. Regular attendance at Faith Formation sessions is an important factor in deepening a child's understanding of God who is Father, Son, and Holy Spirit which is revealed to us in scripture, prayer, church teaching, and the lived experience of community. Growth in faith and readiness for the reception of sacraments is nourished by weekly attendance and active participation in the liturgy. It is our hope that parents and children attend Mass every Sunday.

***Overview of Curriculum:*** We offer a lectionary based program for our youth:

**Grades PreK thru 5<sup>th</sup>** on Sunday morning Sadlier Press programs with a mix of special seasonal programs. First Eucharist / First Reconciliation preparation is based on the Dynamic Catholic “Blessed workbooks and also includes additional study materials, primarily from Saint Mary Press plus two workshop retreats. Children meet in groups of appropriate ages. Parents who have completed appropriate background requirements, are welcome to stay with their child at anytime, however the program is not centered on parental participation. Meeting dates are outlined in the calendar issued at orientation and posted on our web-site. Sessions begin at 10:00 am and are complete by 11:15am.

**Grades 6<sup>th</sup> - 8<sup>th</sup>** meet on Sunday evening at 6:15pm – 7:30pm. The two year Confirmation preparation program is based on “Called to be Catholic” and “Confirmed in the Spirit” from Loyola Press. When circumstances allow, the second year of preparation includes an overnight retreat to St. Leo Abbey.

**St. Peter R.O.C.K.S. (Grades 9 thru 12 plus Middle School students who have been Confirmed)** – includes a Faith Formation component and meets on Sunday evenings at 6:00pm – 7:30pm.

***Tuition Fees:*** Faith Formation tuition for a registered family is \$75.00 for each student with a maximum of \$150.00 per family. Faith Formation tuition for a nonregistered family is \$200.00 per student, with a maximum of \$400.00 per family. There is an additional Year 2 Sacramental Prep fee of \$75.00 for First Reconciliation/ First Eucharist, and \$100.00 for Confirmation.

***The Sacramental Program:*** The Sacramental Program is parish based and follows the guidelines of the Diocese of St. Petersburg. It is separate and distinct from the Faith Formation Program. Its focus is on conversion, both of the person and of the community. It aims to produce a transformation in the person who is to encounter Christ in the sacrament. Sacramental instruction is limited in time and provides immediate preparation for the celebration of the sacrament. It never replaces faith Formation which is a life long journey of faith. There are two additional in-house workshops for both First Reconciliation/First Communion and Confirmation. Confirmation preparation includes an overnight retreat experience at St. Leo Abbey, in which the retreat sessions are all focused on Confirmation and God's unconditional love. Throughout the retreat, Confirmandi will have an opportunity to engage in small groups, listen to talks, play and praise God through prayer and song.

## **REGISTRATION FOR FAITH FORMATION**

Yearly registration is required in the Faith Formation Program. Special efforts are made during the last weeks of the program to provide registration opportunities on site. Parents should be registered members of Peter the Apostle Catholic Church.

You may register online or during office hours, 9:00 AM to 1:30 PM, Monday through Friday. Kindly register as soon as possible in order for us to plan for classes and book orders. There is not a cut-off date for registration to accommodate the needs of those who have recently moved into the parish or wish to return to active participation. The Baptismal Certificate is required if we do not have it on file. The fee is \$75.00 per student for registered families, and \$200.00 per student for non-registered families. A discount is offered for those registered families who register and pay their child(ren)'s tuition before July 1<sup>st</sup>. Fees are used for supplies and books. Fees may be paid in installments. No one is denied faith formation for financial reasons.

When you register you are asked to sign a photo release for your child(ren). If you do not want your child(ren) photographed, please so indicate.

***Registration for the Sacramental Program:*** Sacramental preparation is a two year journey. Students must be enrolled in either a faith formation program, a Catholic school, or approved home schooling. The fee for each sacramental preparation program is \$75.00 per child for First Reconciliation/Eucharist, and \$100.00 per child for Confirmation.

The Sacramental Preparation Programs prepare our youth for reception of the Sacraments. It is parish based and follows the guidelines of the Diocese of St. Petersburg. Readiness for the sacrament, not age or grade, determines when a person is eligible to receive the sacrament. At St. Peter the Apostle, students usually receive First Reconciliation/ First Eucharist in the second grade and Confirmation in grade eight, although there are many variations due to personal circumstances.

***Attendance:*** As the religious education of your child(ren) is very important, regular attendance is desirable. If a student will be absent, the parent is asked to call prior to class and leave a message. Repeated absences will be discussed with the parents.

## **ARRIVAL AND DISMISSAL**

***Traditional Program/Youth Programs:*** The safety of our children is a serious responsibility. We ask your help in providing this safety. Students in grades Pre K through 12th grade must be accompanied by their parent/guardian to and from their classroom meeting area. Parents must sign-in and sign-out the attendance sheet. Ordinarily, student and parents/guardians enter our meeting area 5-10 minutes prior to start time. Parents/guardians must not leave their child(ren) unsupervised. Students PreK through 12th grade must be picked up in the meeting area when sessions end.

**Early Dismissal:** While early pick-up is discouraged, sometimes it is necessary for parents/guardians to make arrangements for an early dismissal for their child(ren). If a student needs to leave early, the parent/guardian should make arrangements with their child(ren)'s Catechist to make-up any missed assignments. The student will be picked-up in their classroom at the St Peter the Apostle Catholic Church. A child's religious education is adversely affected by missing all or part of scheduled sessions.

## COMMUNICATION

We are here to help with the faith formation of your child(ren). If you have any questions, comments, concerns, or suggestions please feel free to share them with your child's catechist or call the SPTA Faith Formation office at 727-264-8968. By placing your child(ren) in our Faith Formation Program, you are agreeing to adhere to the policies as stated in this handbook. The Director of Faith Formation reserves the right to amend these guidelines at any time for any appropriate reason. Prompt notification of any changes made to this handbook will be made in writing to all that are registered in the Faith Formation Program. Check the parish bulletin and your Email for notices and information.

We frequently communicate important information to you via the parish bulletin, letters, and/or memos which are given to your child(ren). Please read all notices carefully

## GENERAL INFORMATION

**Emergency Class Cancellation:** If there is a hurricane alert, classes will be canceled. If the weather causes an emergency situation, please keep your children home

**Fire Safety and Disaster Preparation:** For fire safety, periodic fire drills will be conducted. Everyone will depart the facility. In case of real emergency, students will be taken to a prearranged area. For Natural Disasters such as tornadoes, hurricanes, flooding, etc. the catechists will be warned, if possible, of the approaching danger. Children and catechists are to move to the halls of the building away from windows.

**Family Meetings** -are held at the beginning and end of each year and as needed throughout the year. Please plan to attend.

## HEALTH CONCERNS AND MEDICATIONS

Any special medical needs of you child(ren) should be written on the registration form in the place provided. The personnel in the Faith Formation Program do not dispense medications to students. If a child is diagnosed with a medical condition after registration, please inform the Director of Faith Formation and the catechist as soon as possible.

By placing your child(ren) in our Faith Formation Program, you are agreeing to adhere to the policies as stated in this handbook. The Director of Faith Formation reserves the right to amend these guidelines at any time for any appropriate reason. Prompt notification of any changes made to this handbook will be made in writing to all that are registered in the Faith Formation Program.

Check the parish bulletin and your mail for notices and information. If you have any questions feel free to call the Faith Formation Office at 727-264-8968 x 303.

## CHILD ABUSE

Pursuant to state law, we are required to report suspected child abuse and we will also follow Diocesan policy on such matters.

## DIOCESAN POLICIES

***Policy on Harassment:*** the harassment policy for non-employment situations in parish religious education and parish youth ministry programs of the Diocese of St. Petersburg requires that each parish, Catholic school, and early childhood center establish and adopt this policy that prohibits any form of harassment by any individual. The Diocese of St. Petersburg strives for the establishment of a Christian, professional and supportive educational environment for all persons engaged in or involved with religious education programs, schools, early childhood centers, and parish youth ministry programs in non-employment situation. No parish, school, or early childhood center will be responsible for off campus harassment, unless it occurs at a parish, school, or early childhood center-sponsored event. This policy intends that each individual is free from physical, psychological, or verbal intimidation and harassment in the schools, early childhood center, religious education, and youth ministry setting. This policy intends that each individual involved in schools, early childhood center, religious education, and youth ministry programs maintain and further develop attitudes and behaviors which express respect for others and are reflective of each person's God-given dignity. This policy intends to encourage a heightened sensitivity toward behaviors that others may find offensive and intimidating, whether these behaviors refer to race, religion, color, gender, sexual orientation, national origin, age, marital status, familial status, veteran status, or disability. This policy is not intended to otherwise limit the expectation of staff, children students, and volunteers to engage fully in the traditions of teaching, celebrating, participating, in and being formed by the Catholic faith, included but not limited to curriculum, catechesis, the Sacraments, other liturgies, worship services, and ministries.

***Explanation of Harassment:*** Harassment can result from a single incident or from a pattern of behavior involving verbal, written or physical conduct or communication. Harassment encompasses a broad range of behaviors, which could include, but are not limited to; physical, mental, or verbal abuse. Insults, jokes, or derogatory slurs based on one or more of an individual's protected status(es). Unwelcome sexual advances or touching, implicit or explicit requests for sexual favors, unwanted sexual comments; serious or humorous, unwanted sexually suggestive telephone calls, letters, e-mail, etc. Comments or jokes based on issues of modesty and developing social awareness. Unwanted forced involvement in activities; physical, religious, etc. Coercion of religious styles or personal beliefs upon participant. Intimidation in front of a group or forced personal sharing in groups. Inappropriate media or music use which would violate this policy.

***Confidentiality:*** The right to confidentiality, both of the complainant and of the accused, will be respected to the extent possible, but will be consistent with legal obligations and with the necessity to investigate allegations of misconduct and to take corrective action when this conduct has occurred. All staff members, catechists and parents/guardians are required to sign an acknowledgment that they have read and understood the ethical and personal conduct implications on the Diocesan Policy on Harassment

***Safe Environments Policy:*** The Diocese of St. Petersburg has mandated that all adult staff and volunteers who are entrusted with the care or supervision of children, the elderly, or the infirmed must be trained on the Safe Environments Policy. This parish follows The Diocese of St. Petersburg policy on Safe Environments to provide such training on the subject to catechists and assistants.

The purpose of the training is to:

- \* Teach practical ways to establish safe environments and relationships for all children and adults;
- \* Identify and protect youth and adult rights;
- \* Identify barriers to abuse in church programs, etc.;
- \* Provide information on identification of child abuse warning signs;
- \* Provide information on behavioral cues of sexual abusers;
- \* Provide information on appropriate response to an abuse disclosure or discovery;
- \* Provide information on appropriate reporting procedures for suspected or actual abuse.

In addition to the above, all catechists and assistants are background checked and fingerprinted. Parents who wish to help out or be present in their child's classroom must meet all the requirements for catechists and aides at their own expense.

Effective July 2006, it is mandated that all parents and students be trained in safe environment. For the parents, this will be a one hour session and does not fulfill the requirements to assist in any of our youth programs, or remain in your child's classroom. Student training will occur during normal session time. Parent training is generally scheduled in November (see calendar for dates).

### **OTHER FAITH FORMATION PROGRAMS**

***RCIA – for Children:*** The Rite of Christian Initiation of Adults adapted for Children, emphasizes the intimate relationship of the sacraments of Baptism, Confirmation, and Eucharist. During the inquiry period of the RCIA the focus is on nurturing faith in Jesus Christ. This catechetical effort is directed toward unbaptized children of catechetical age, and youth who have been baptized in other Christian churches and seek to complete initiation into the sacraments of Confirmation and Eucharist.

### **VACATION PROGRAMS**

Faith Based Programs may be offered during school breaks at Christmas and Easter. These will be half-day or day-long programs for all grades and will be in a camp type setting. Vacation Bible School (VBS) programs will be offered each summer. Children PK4 thru grade 5 are invited to join us for a rewarding experience filled with fun activities, entertainment, music, snacks and more!

### **ACRE ASSESSMENT**

The Diocese of St. Petersburg has established guidelines for administering the Assessment of Catholic Religious Education to grades 5, 8, and 11. The questionnaire is administered during the school year (usually in the spring as directed by the Diocese of St. Petersburg).

### **FAMILY RESOURCES**

<a href="http://www.stpetertrinityfl.org">www.stpetertrinityfl.org</a>	St. Peter the Apostle
<a href="http://sptatrinity.formed.org">sptatrinity.formed.org</a>	FORMED - programs, books, movies, & audio resources
<a href="http://www.dosp.org">www.dosp.org</a>	Diocese of St. Petersburg
<a href="https://www.christinus.com/@PAR346558968">https://www.christinus.com/@PAR346558968</a>	Sadlier Press
<a href="https://www.dynamiccatholic.com/blessed">https://www.dynamiccatholic.com/blessed</a>	Dynamic Catholic (FHC Preparation)
<a href="http://www.dynamiccatholic.com">www.dynamiccatholic.com</a>	All other Dynamic Catholic resources
<a href="http://www.smp.org">www.smp.org</a>	St. Mary Press
<a href="http://www.sermons4kids.com">www.sermons4kids.com</a>	Children's Bulletin and Gospel related handouts/activities
<a href="http://www.catholicmom.com">www.catholicmom.com</a>	Gospel related information and activities
<a href="http://Liturgy.slu.edu">Liturgy.slu.edu</a>	St. Louis University
<a href="http://www.loyolapress.com/Sunday-connection.com">www.loyolapress.com/Sunday-connection.com</a>	Gospel related activities

### ***Parent/Guardian/Student Policies Acknowledgement Form***

I/We have read the Faith Formation Parents Handbook of St. Peter the Apostle Catholic Church. I/We understand and agree to cooperate with the Diocesan/Parish policies set forth in this handbook. By signing the enrollment agreement included with the Faith Formation registration form, I/We acknowledge these policies and agree to adhere to them. I/We understand that as a growing Parish necessitates this Handbook may be amended and written notices will be sent with the children and announced at family meetings.