

# SHRINE OF THE TRUE CROSS CATHOLIC CHURCH

## RELIGIOUS EDUCATION POLICIES & GUIDELINES

PLEASE READ THESE POLICIES AND GUIDELINES CAREFULLY AND DISCUSS THEM WITH YOUR CHILD.

A Parent/Legal Guardian acknowledges that he/she has read and accepted them with their signature on the registration form.

### **GENERAL INFORMATION**

Director of Religious Education: Antonio Urbina Jr. [aturbina@truecrosschurch.org](mailto:aturbina@truecrosschurch.org) 281-337-3130  
Elementary Religious Education (grades 1 – 6), RCIA (children and adults), English Baptism

First Sacraments Coordinator: Antonia Alfonso [aalfonso@truecrosschurch.org](mailto:aalfonso@truecrosschurch.org) 281-337-3130  
First Reconciliation Preparation, First Eucharist Preparation, Spanish Baptism

Coordinator of Confirmation & Adolescent Religious Education: Robin North [rnorth@truecrosschurch.org](mailto:rnorth@truecrosschurch.org) 281-337-3130  
*Shrine Youth* (Religious Education grades 7 – 12), Youth and Adult Confirmation

Youth Ministry Missionary: Gordon Moore [gordon@adoreministries.com](mailto:gordon@adoreministries.com) 678-687-8864  
*Shrine Youth* and Youth Ministry Events

### **REGISTRATION**

Registration is available to active parishioners. Parishioners are considered active if they are registered in the parish and are worshipping and regularly contributing their time, talent and treasure. Information on current procedures will be announced through the Church bulletin and website. To assure class placement, tuition is due in full at the time of registration. Early Registration Discounts are available. Home study may be provided upon request with paid registration.

**NO refunds issued after September 1, 2020.**

### **COMMUNICATION**

Parents should watch for reminder notes sent home with students. Information is also announced through the Church bulletin and website. Phone calls and/or emails will be made for more personal circumstances. Please inform the R.E. Office if your contact information changes.

### **ATTENDANCE**

Regular attendance is a critical aspect of your child's growth in their love and knowledge of our Lord and Catholic Faith. Please make every effort to ensure they attend and arrive on time. If an absence occurs, ask the catechist for the missed lesson(s). If the lesson is completed at home and returned to the catechist, credit will be given for the absence. **Credit will be allowed only for three made up absences.** To be eligible for **Preparation for a Sacrament** the student must be present a minimum of 90% of the Religious Education class days the year prior to and the year of the Sacrament. **Program Calendars**, once finalized, will be on the Church website and sent home on the first day of class.

### **EMERGENCY CANCELLATION**

If DISD and /or Shrine of the True Cross School have closed due to inclement weather or other emergency situations, Religious Education Classes, *Shrine Youth* and Youth Ministry events will be cancelled.

### **DROP OFF/ PICK UP PROCEDURES**

Before leaving a child or youth, it is the responsibility of the parent/guardian to make sure that child/youth is in the care of the person responsible for their supervision. Elementary parents must park in a designated parking space and escort their child to and from the catechist. *Shrine Youth* (7-12 grade students) are to be dropped off & picked up at the back doors of the school gym. Once a student arrives, he/she is not to leave the building until regular dismissal. To leave early, both parent & student must sign out through the Religious Education Office. If a student arrives after the bell rings, he/she must check in through the Religious Education Office. **Students arriving 15 or more minutes after the start of class will not be admitted, and will be counted absent.**

Whenever disputes arise, the R.E. Office follows the requests of the custodial parent with whom the child resides more than fifty percent of the time, unless directed otherwise by a court of law.

## **CURRICULUM**

Students will be periodically tested for comprehension according to grade level.

**Circle of Grace** lessons will be presented in each grade level. This is a safe environment education program mandated by the Archdiocese of Galveston-Houston for the protection of children and young people. Circle of Grace aims to equip them with essential knowledge and skills grounded in the richness of our faith. This program helps children and young people to understand their own (and other's) dignity in mind, body, and spirit. It goes beyond just protection by helping children and young people understand the sacredness of who they are and how to seek help through their relationships with trusted adults. If you'd like to preview the lesson contact the RE Office.

## **SACRAMENT PREPARATION**

To be eligible to prepare for the Sacraments of First Reconciliation and First Eucharist, the student must be enrolled in a Religious Education program the year prior to and the year of the Sacrament. If not attending the Parish Religious Education program (i.e. Home Schooled or attending Catholic School) documentation/curriculum must be provided. According to Archdiocesan Guidelines, Sacrament Preparation Classes must be separate and distinct from grade level catechesis; student must be enrolled in both. Student must attend immediate and focused preparation for the Sacraments in the Parish community.

To be eligible for the sacrament of Confirmation, the student must be enrolled in a Religious Education program two (2) years prior to and the year of the Sacrament. If not attending the Parish Religious Education program (i.e. home schooled or attending Catholic School) documentation/curriculum must be provided.

## **MEDICATIONS**

Students should **NOT** have in their possession any medications, prescribed or over-the-counter while attending R. E. classes. Arrangements **MUST** be made with a Religious Education Office Staff member regarding special circumstances. In which case, a parent or guardian must administer the medication. This medication must be in its original container.

## **EXPECTATIONS / CODE OF CONDUCT**

Our expectations are that students will do their best to keep their hearts and minds open to the faith, respect each other and the property and learn to be fully active and conscious participants of our faith at Mass and in their daily lives. They are to be respectful and cooperative with adults and peers, participate in classroom discussions/activities and complete assignments given. Students should honor the programs Code of Conduct, Cell Phone usage policy and Dress Code. The program adult volunteers will do their best to guide the student's behavior with love and compassion, redirect when possible, and if needed contact the parent for help with solutions.

## **CELL PHONE USAGE**

During Religious Education classes students will turn off or silence their cell phones, not using them until the class/program concludes. If a student does not comply, the catechist or adult leader has the discretion to take the phone for the remainder of the class/program. Parents will be contacted over reoccurring issues.

## **DRESS CODE**

Appropriate and modest dress is required at all times. This means: shorts and/or skirts must come at least to mid thigh, no clothing that promotes inappropriate content (drugs, alcohol, sexually explicit words or graphics), no skin tight clothes, low-cut shirts or visible undergarments, bellies or lower backs. Students not in compliance may be sent home.

## **Procedures for improper student conduct\*:**

1<sup>st</sup> warning – verbal      2<sup>nd</sup> warning – verbal (time out or seat moved)      3<sup>rd</sup> warning – sent to R.E. Office  
4<sup>th</sup> warning – parent contact      5<sup>th</sup> warning – removal from R.E. class and placed in home study program.

**\* Exceptions for which no prior warning will be given:**\*Illegal activity such as, but not limited to, possession of weapons or drugs, physical violence or destruction of property on church grounds - Violators will be prosecuted and immediately expelled. \*Possession or use of tobacco or alcohol or being under the influence of drugs or alcohol - The pastor or D.R.E. will determine the necessary action to take, including legal action and/or expulsion. \*Any student causing a false fire alarm will be responsible for state or local penalties/fines. The Pastor or D.R.E. will determine the necessary action to take. \*Verbal threats, racial slurs, or use of profanity will not be tolerated. The pastor or D.R.E. will determine the necessary action to take, including legal action and/or expulsion from R.E. No refund will be given if expelled.