

Saint Jude PREP 2021 - 2022

PARENT HANDBOOK

322 W. Butler Pike

Chalfont, Pa 18914

215-822-9225 x 234

Pastor..... Monsignor Francis Beach

Director of Religious Education..... Lori Rawski, Lrawski@stjudechalfont.org

Assistant..... Jodie D’Alessandro, Prep@stjudeschool.com

SESSION SCHEDULE:

- Monday 4:50-6:20 PM
- Family Faith Program: Families meet after the 10:00 a.m. Mass one Sunday a month October through May.

PHILOSOPHY The Saint Jude Parish Religious Education Program has the rich tradition of our Catholic Faith both as its heritage and as the basis for promoting religious formation and education. With our families, we strive to participate in the transmission of Gospel values and in fostering a vibrant faith life for each child. In order to achieve this end, we invite parents to join with us in full support of our program and in the implementation of these guidelines.

SPIRITUAL/RELIGIOUS FORMATION In fulfillment of the Third Commandment from God, we are required to attend weekly Sunday Mass. Taking your children to weekly Mass and Holy Days of Obligation show that you believe that the Eucharistic Celebration is the center of your faith and your family life. We also encourage a rich personal prayer life.

RESPONSIBILITY/RESPECT We require Christian behavior and acceptable language. Courtesy and respect are expected for the rights of everyone. We encourage class participation and require the completion of assignments. Respect for the property and possessions of others and of the school classroom is mandatory.

GENERAL POLICIES

VISITING THE CATHOLIC EDUCATION CENTER: All visitors must stop at front desk to sign in.

EARLY DISMISSAL FROM CLASS: Commitment to PREP is important, therefore, sports practices or games do not constitute a valid reason for early dismissal. If a student must be excused from class for some urgent reason, a note, signed by the student's parent or guardian is to be given to the catechist by the student at the beginning of class. The note should contain the reason and time of early dismissal as well as the name of the person authorized to pick the student up. The authorized adult must come to the desk to sign the student out for pick up. No student may leave the building without an authorized ID valid adult.

CARPOOL INFORMATION: If parents and children participate in a carpool with other individuals to and from Religious Education classes, it is the responsibility of the parent/guardian to assure safety precautions are established. It is also the parent's responsibility to obtain the individual's valid driver's license and current car insurance information. The parish is not responsible for the transportation of children to and from Religious Education classes, or for any driver in a carpool.

ATTENDANCE: Students are expected to be present for all PREP classes. After missing a class, students are expected to bring a written note stating the reason for absence as well as having completed the assigned work.

ABSENTEEISM: If frequent absences occur, it may be recommended that the student repeat the grade. If long-term absence is necessitated due to illness or family situation, parents must contact the Director of Religious Education to arrange a suitable way to complete the grade level requirements. Promotion to the next grade level is not automatic.

CALENDAR: Parents are provided with a yearly calendar at the beginning of the program year. This calendar is located on www.stjudechalfont.org. Please make a note of all special Liturgies and scheduled events.

HOMEWORK/FOLDERS: When homework assignments are given, parents are expected to assist as well as supervise these assignments. Absence from class does not excuse a student from homework. Please check your child's folder regularly for assignments, notices, flyers and calendar updates.

STUDENTS WITH SPECIAL NEEDS: Every effort is made to welcome all children into the program. Parents should communicate their child's special health and/or learning needs to the Director of Religious Education as well as on the registration form. This information will be helpful in providing the best possible religious educational experience for your child.

SUNDAY FAMILY FAITH PROGRAM: At least one parent/guardian will attend the Sunday meeting after mass. Children will watch/attend class. Family Faith Devotional commitments will be performed and recorded by date on the Devotional Log Sheet.

CONDUCT & DISCIPLINE: All students are expected to exercise self-control and conduct themselves properly at all times. Students are expected to respect the authority of the catechist and the rights of other students. They are expected to respect the property of the school, the classroom reserved for their use, and the teacher and student materials within the classroom. Chewing gum is not permitted either in the school building or anywhere on the premises. Repeated disregard for these policies will necessitate a parent conference with the Director of Religious Education. Any student who is unwilling to cooperate with the discipline and regulations of our Religious Education Program may be asked to withdraw. The following behavior is unacceptable:

- Disrespecting the catechist and/or classmates by word or action
- Leaving the premises without permission from the office
- Calling out or shouting in class; fighting
- Defacing books, desks, walls, bathrooms
- Removing items from the Saint Jude school student's desk
- Bringing inappropriate items to program sessions (For example, electronic games and devices, toys, weapons.)
- Bullying: Conduct by children or parents/guardians, or anyone acting on their behalf, incompatible with the educational and religious mission of the Parish is unacceptable and will not be tolerated.

SAFE ENVIRONMENT PROGRAM: Article 12 of the Charter for Protection of Children and Young People mandates that schools and Religious Education Programs provide safe environment lessons for the students. These grade level appropriate lessons will be presented during a class in the course of the year.

REGISTRATION INFORMATION:

- Tuition fee information is reviewed annually and adjusted as necessary.
- Tuition covers the cost of each student's textbook, folder, art supplies, resource materials and other miscellaneous items. It also helps to defray the overall cost of running the program. (A replacement fee may be charged for books that are lost or damaged).
- Financial concern should not prevent registration in our program. If there is a difficulty, please contact the Director of Religious Education.
- Early registration will help assure you of your requested session and time. It also enables us to secure the necessary number of catechists and volunteers for our program, and to order textbooks and resource materials.
- Changes in status, including telephone numbers, e-mail and home addresses should be reported to the PREP Office as soon as possible.
- Originals of Sacramental certificates or verification of Sacraments received from other parishes are required at the time of registration. (Copies will be made and original returned.)
- When registering from another parish, proof of previous religious education is required in the form of a report card, progress report, letter from the Director of Religious Education or pastor of the former parish.

PARENT RESPONSIBILITIES: Parents are expected to follow Saint Jude Parish policies including:

- Registration in Saint Jude Parish
- Attend Sunday and Holy Days of Obligation Liturgies
- Know and support the teaching of the Catholic Church
- Assure your child's regular attendance at religious education class
- Be personally involved in your child's religious education, including sacramental preparation
- Attend sacramental parent meetings, complete required paperwork by the due dates, and oversee your child's participation in workshops, retreats and rehearsals

PARENTAL CUSTODY ORDER/AGREEMENT: It is the responsibility of the biological parents to provide the Parish with the latest, most up to date Custodial Order or Agreement. If either the Custody Order or Custody Agreement changes during the course of the year, it

remains the responsibility of the biological parents to provide that document to the PREP Office immediately. If a court order prohibits the releasing of a child into the custody of a non-custodial parent, it is the responsibility of the custodial parent to provide the Director of Religious Education with an official copy of the court order or custody section of the divorce decree.

SACRAMENT INFORMATION:
RECONCILIATION AND FIRST HOLYCOMMUNION STUDENT REQUIREMENTS

- Baptized
- Attends Sunday and Holy Days of Obligation Liturgies
- Has completed two consecutive years of religious formation instruction
- Attends scheduled Religious Education classes (Repeated absences interfere with proper preparation for the sacraments and may result in deferment.)
- Participates at the retreat, workshop, and rehearsal
- Has an appreciation and understanding of the Sacraments

CONFIRMATION CANDIDATE REQUIREMENTS

- Received Sacraments of Baptism, Reconciliation and First Eucharist
- Attends scheduled Religious Education classes. Repeated absences interfere with proper preparation for the reception of Confirmation and may result in deferment.
- Attends Sunday and Holy Days of Obligation Liturgies
- Participates at retreat, seminar, and rehearsal
- Completes service projects and other requirements
- Completes and returns all required paperwork to the Religious Education Office by due date
- Continued participation in the parish after Confirmation through class attendance, activities and faith formation courses.

FINAL NOTE The program director reserves the right to amend this handbook. In the event of any such amendment, parents will be given notification of changes made.