



Dear Parent/Guardian,

The Religious Formation Catechists, Msgr. Zamorski and I, welcome you and your children to this year's program. You have chosen a Roman Catholic Religious Formation Program for your child. This program teaches the doctrine of the Catholic Church, upholds current documents, including the Catechism of the Catholic Church, the National Directory for Catechesis and utilizes diocesan programs to train catechists.

Our Program offers (3) models of catechesis; Weekly Traditional, Monthly Family Centered and Summer R.E.A.P. These models are part of our overall program which also consists of Sacrament Preparation for First Penance, First Eucharist and Confirmation. We do our best to meet the needs of our families and Parish Community.

Volunteer catechists who faithfully and enthusiastically give of their time and talents to help you with the spiritual formation of your children staff our program. Our classes are held once a week from September until May. This is little time compared to what is given to all the other areas of your children's development (e.g. school, sports, hobbies, etc.).

The task of Religious Formation for your child is a cooperative effort. We here at Saint Francis do our best to bring God's word to your child in the classroom by conveying knowledge. Religion, however, is more than knowledge. Catholic Christianity is a way of life. Therefore we expect you to be an example of faith and, also, a teacher of your child. The environment you create at home and the example you give in weekly worship of Our Lord at Mass provides the key to an enriched faith. Your support of this Program enables us to assist you in your responsibility of passing on your faith to the child/children. If knowledge of our faith and its practice is not consistent, it creates confusion and our efforts are in vain. Please make an effort to cooperate with us in this important task.

We ask you, please, to take some time and familiarize yourself with the Religious Formation Handbook that we have put together. Keep this Handbook in a safe place for reference throughout the year. First and foremost our mission as educators in the Catholic Faith must reflect God's love and compassion. For this reason Msgr. Zamorski and the PCL reserve the right to make amendments when necessary.

Please join in my prayer for a wonderful and faith filled Religious Education Year.

Sincerely,

Debra Schurko  
Parish Catechetical Leader



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# Philosophy

Saint Francis Religious Education Center sees its primary role as actively participating in the universal mission of the Roman Catholic Church. Taking seriously the Gospel directive mandated by the Risen Christ to His disciples go, therefore and teach all nations, Saint Francis Religious Education Center seeks to give continual witness to the Good News of Christ Jesus.

We are committed to awakening in our students an appreciation of the faith dimension of their lives, and understanding of the Faith Community both locally and globally, and a realization that service to the world community is an important part of the Gospel message.

The role of Saint Francis Religious Education Center is to complement parental training. It is the parents' duty to educate their children. We believe that parents are the primary educators of their children. In fact, by their vocation they are the first ones officially charged with the spiritual care of their own children.

We strive to provide a safe environment for learning and to bring quality religious education to all our students by offering a curriculum approved by the Diocese of Metuchen. Ultimately we call our students to believe in God's love, to live it, and to spread it. (*Rule of life, Brothers of the Sacred Heart*)

The following objectives flow from this philosophy:

- To proclaim Jesus, His person, His words, His teachings as He reveals them to us through Sacred Scripture and through Apostolic Tradition, as interpreted by the successor of Peter, the Church's supreme pastor. (Second Vatican Council, *Ad gentes*, 5)
- To proclaim the infinite love of God for each of us.
- To provide the student with an opportunity for growing in his/her personal prayer, and for participating in the spiritual life of the Parish.
- To provide opportunities for the students to be of service to others.
- To aid in the development of self and responsible behavior.
- To integrate faith and Christian living by strongly encouraging participation in the parish Mass and parish community.
- To provide continuous religious education and sacrament preparation.

We are called to instill in the students a true appreciation and desire to support, especially through prayer and sacrifice those who leave their home and country to preach the Gospel to distant peoples as missionaries, and to serve the suffering poor in Christ's name. The Holy Childhood Association the oldest child help organization in the world, is the (pontifical) arm of the Church for "children helping children" in missionary areas.

## Parental Involvement

The religious education of a child is the opportunity for parents to re-educate and update them-selves in the practice of the faith. We encourage parents to participate in the program as catechists, aides, and clerical or office volunteers; we will gladly provide any training required. Meetings for parents of children desiring to be prepared for sacraments are given and attendance by at least one parent or representative is mandatory. It is our hope that, in these sessions, we can acquaint the parents with authentic Church teachings pertinent to a deeper appreciation of the sacrament, as well as to present them with the thrust of the sacrament preparation program.

# Program Curriculum

## **Catechetical Texts Used In Program**

**Grades** (1-8, and Special Needs)

*Call to Faith*, published by Harcourt

### **Pre-K/Kindergarten**

*Allelu!*- published by Harcourt

Family Life Program For Grades 1-8 and Special Needs

Family Life, published by Benziger

The wisdom and richness of Scripture, the power and solace of prayer, the beauty and comfort of creation, and the enlightening doctrines of the Church—all of these are woven into the fabric of the program. The major themes of the program are the Trinity, the Sacraments, the Church, and Morality. The overreaching goal of the program is to help the students and families grow in their faith as Catholics. A Catholic faith that is alive and growing is grounded in a deepening relationship with God, in Jesus Christ, through the Holy Spirit. The program involves the head with its facts and truths, the heart with its trust and love, and the hands and feet with their actions of care and service.

## **Curriculum Focus**

### **Pre-K/Kindergarten**

- + Teach young children about our Catholic faith.
- + Familiarize children with the Catholic sacraments, liturgical rituals, symbols, and seasons.
- + Help form children's moral lives, standards and values.
- + Teach children how to pray.
- + Give children the words and tools they need to talk about God.

### **Grade 1**

- + God, Father and creator of the World
- + Jesus, Son of God and Our Friend
- + The Holy Spirit, Giver of Strength and Joy

#### ***Family Life***

The students review the meaning of family and identify the family structure. -

The students see the uniqueness and value of their own human life.

The students learn ways to show respect for themselves and for others.

The students grow in their understanding of their sexuality by exploring the nature of feelings and the importance of sharing.

### **Grades 2**

- + The Sacraments of Reconciliation and Eucharist
- + Jesus, Model of Christian Living

#### ***Family Life***

The students learn more about family composition and about interaction among family members.

The students grow in self-esteem and learn more about themselves as developing human beings.

The students grow in their understanding that human life is one of God's greatest gifts.

The students learn that the proper context for having children and for raising them is within the family.

The students learn to express themselves concerning relationships outside the family.

### **Grade 3**

- + The Traditions and Beliefs of the Catholic Church
- + The Apostles Creed and the Seven Sacraments

#### ***Family Life***

- The students explore the similarities and differences between human families, and learn how human families differ, from plant and animal families.
- The students develop their sense of self-worth and learn to take better care of their health.
- The students study the ecology of life and earth. They continue to explore the value of all life, especially human life.
- The students understand reproduction as the way in which life is handed on by God.
- The students understand the purpose and usefulness of feelings as a means of communicating and living with others.

### **Grade 4**

- + The Beatitudes
- + Catholic Christian Moral Values
- + The Sacraments of Reconciliation

#### ***Family Life***

- The students learn the value of life in community, especially the family community.
- The students learn about the complexities of their own bodies and how they grow.
- The students learn to respect people of all ages. They grow in their understanding of ways to maintain health and safety.
- The students evaluate their feelings toward others and learn how best to express these feelings, guided by Christian moral values.
- The students reinforce their understanding of community and of the need for awareness of and care for others.

### **Grade 5**

- + The Sacramental Life of the Church
- + The Liturgical Year

#### ***Family Life***

- The students grasp the differences and similarities among families.
- The students learn about the physical and mental changes that accompany puberty. They learn the special importance of good communication skills as they grow.
- The students learn to respect their own bodies and the bodies of others through a study of the reproductive system as part of God's plan of creation.
- The students grow in their understanding of the differing ways love is expressed in friendship and in marriage.

The students examine the family as an important social unit and look at ways in which they can develop attitudes of responsibility toward others.

## **Grade 6**

+ God's Plan of Salvation as Recorded in the Bible

### ***Family Life***

- The students expand their understanding of the family's role in the development of their personalities.
- The students examine their own personalities, skills, talents, and desires.
- The students continue to explore the miracle of human reproduction and study new life through pregnancy and birth.
- The students evaluate their present position in society and begin to plan how to take their place in the community.

## **Grade 7**

+ A synthesis of Catholic Beliefs

+ Trinity, Christian Community, Sacraments

### ***Family Life***

- They examine their changing roles in the family unit and recognize the importance of showing love for each family member.
- The students expand their sense of self-identity by understanding themselves as adolescents who are male or female.
- The students look at the importance of personal health and grooming, and consider the dangers to life posed by drugs, alcohol, tobacco, and violent behavior.
- The students learn about their developing sexual feelings, and learn principles upon which to build their relationships.
- The students deepen their awareness of the needs and rights of others in society and learn how to build more loving relationships.

## **Grade 8**

+ A synthesis of Catholic Beliefs

+ The Church in the Modern World

+ Catholic Christian Morality, Ecumenism

### ***Family Life***

- The students review their own family values and see how these values help family members grow in happiness.
- The students review their own growth and examine some important factors in their emotional maturity and self-understanding.
- The students study specific problems concerning the value of life and the protection of the environment.
- The students take a closer look at Christian values involved in dating, marriage, and parenthood.
- The students consider their personal responsibility, as followers of Jesus, to relate to others both locally and globally with honesty, love and concern.

**Special Needs Classes will follow grade level appropriate focus for their class and student situations.**

## Mass Attendance

Students who are studying the Catholic Faith need to regularly attend the Holy Sacrifice of the Mass. **To avoid this responsibility seriously undercuts any training that can be gained through religious education.** Liturgy feeds the faith and enables students to better understand what they are learning. In the course of the students class time Sunday Mass readings will be discussed and Gospel messages reinforced. Mass Attendance is particularly serious when preparing for the reception of sacraments.

\* Mass Attendance Envelopes (*Living Liturgy*) are given to **ALL STUDENTS** enrolled in the Religious Ed. Program. Mass attendance is recorded each week and checked regularly. Mass Envelopes are to be placed in the regular Mass Collection each week. If you attend Mass at a Church other than St. Francis, please clip the front Banner (with date) from the Church Bulletin where you have attended and either turn it in the next time you attend Mass at St. Francis or turn it into your child's catechist.

## The Religious Education Program

### Prerequisites for Entrance and Registration

Families need to be registered with the Parish office as members of St. Francis Cathedral Parish or have written permission from the Pastor of the parish in which the family is registered. Registration for Religious Education will be during March. Re-registration forms and information will be sent home with students. **For all new students to our program a copy of the child's baptismal certificate is needed, this includes children baptized at St. Francis Cathedral. Forms will not be processed without a Baptismal Certificate and a signed handbook receipt on-file.**

### Class Schedule

The Religious Education Program offers (3) models of Catholic Faith Formation, sessions are as follows:

#### Weekly Model

Monday	Grades 1 through 8	4:00 — 5:05	School
Tuesday	Grades 1 through 7	4:00 — 5:05	School
Tuesday Evening	Grade 8 Only	6:30 — 7:35	School
Thursday	Grades 1 through 8	4:00 — 5:05	School

Special Needs classes are scheduled on Monday.

#### Family Centered Model (Monthly)

Sunday Students Grades Pre-K through 8 and Special Needs 9:00 – 11:45 School  
Adult/Parent sessions begin at 9:15 and end at 11:40 and are held in the Cathedral Community Room.

#### Summer R.E.A.P. (Two weeks in July)

Monday through Friday Grades 3 through 8 9:00 – 12:00 Noon School

## **Tuition**

Current registration fees are listed on this year's registration form. **No child will be refused religious formation due to finances.** If you are experiencing financial difficulties at this time, please call our office and we will be happy to work with you to arrange some sort of agreement. Please remember that by volunteering to help with our program, you will receive a substantial reduction after the first year of service. All tuition/Religious Education fees are non-refundable.

## **Homework**

From time to time your child may bring home some work that needs to be done; it could be a written assignment, a reading assignment or a project. We ask whatever the assignment is, that your child does it. Homework is a reinforcement of what was taught in class. ***\*It should be noted that assignments are sent home regularly in the Family Centered Model and the Summer Model.***

## **Testing — Final Exam – ACRE Testing**

On a grade level basis, every catechist will require some form of oral and/or written testing during the year. Testing is usually done for each Unit of the curriculum.

At the end of the school year all children will take a Final Exam. If a child fails this exam he/she will be asked to retake the test, this does not mean that the child is being retained; this is just a way of assuring that the child understands the content of the grade level work just completed.

**ACRE** is the standardized test given to students in **Grades 5 and 8**. It is an accumulative knowledge test. In the administration of this test we are not only looking at the individual student scoring, but, the overall effectiveness of our Religious Education Models.

## **Progress Reports**

Twice during the year for the Family Centered Model and Weekly Model, Progress Reports are sent home to assess your children's progress. They are based on attendance, work, behavior and attitude; please watch for them. Religious Formation is not assessed as an academic subject, but we try to let you know what and how the children are doing. Inquiries regarding these evaluations should be made to the Religious Education Office.

Student enrolled in Summer R.E.A.P. are assessed at mid-point (end of week one), parents/guardians are notified immediately of any problems/situations of concern. Upon successful completion of program requirements students receive a program grade level certificate.

## **Volunteers**

We are always in need of help and those special people who are willing to share their time and talents. If you are free during the hour your child attends class and would like to help us, then please stop by the office or phone the office and see where we may need assistance.

## **Additional Programs**

*Rite of Christian Initiation for Adults (RCIA)* adapted for Children is available for those children who have not been baptized, received the Sacraments of Reconciliation and Eucharist.

*Adult Confirmation Program* for adults age (18) or older who have not received the sacrament of Confirmation.

*Special Needs Classes* are offered for those children who are mentally and/or physically disabled. This program is offered in both Family Centered and Weekly models.

*Vacation Bible School Program* is held during the summer (second week of July) for children between Pre-K — Grade 4.

*Gospel Champions (PC Game)* is a download PC game that can be accessed through the Cathedral's main web-page ([www.st.franciscathedral.org](http://www.st.franciscathedral.org)) in the religious education section, you will need the nine digit access code that you or your child can get from their catechist or by calling the Religious Ed. Office. This is a new and fun way to reinforce Weekly Sunday Mass Readings, Catholic Prayers and Teachings.

## **Policy and Procedure General Information**

### **Communication with Parents (Notices)**

All important notices pertinent to our Program are communicated through the Parish bulletin as well as letters/flyers which are sent home with your child. Please obtain a Parish bulletin weekly and read the section entitled "Religious Education News". It is important that you check with your child regularly for notices sent home. Parents who supply the RE Office with a current email address will be entered into the eConnect program which aids the RE Office with sending notices.

### **Attendance/Absences**

Regular attendance is essential for meaningful learning. All absences must be phoned in before class time on the day of absence. For assignments missed, please call the Religious Education Office or contact the catechist to see what work your child has missed. It is imperative that a child keep up with class work. Please be aware that a child cannot miss more than **(3) days in the Weekly Model, (1) session in the Family Centered and (1) class in the Summer R.E.A.P.** More than the allowed absences in any grade or program model may require your child to repeat the year. It is the responsibility of the parent/guardian and students to obtain any necessary make-up work that has been missed due to an absence. For **Family Centered**, one parent is required to

attend the Adult Learning Session. Failure to do so will count as an absence against the student whether or not the student is present.

### **Lateness**

All students arriving shortly after classes have begun should report to the hall monitor. Habitual lateness is not acceptable and will convert to absences. **Lateness in excess of 10 minutes beyond the start of class will be recorded as an absence.**

### **Arrival/Dismissal – Weekly and Summer R.E.A.P. Models**

The children should be dropped off by the parking lot on Library Place behind the school. If you are going to linger awhile, please park in the lot by the St. Francis CYO building or next to the Parish Center. **No cars are to be parked in the main parking lot or come into the parking lot while the children are there.** If the weather is good, the children will gather in the parking lot with their catechists and then they will be escorted to their respective classrooms. If the weather is inclement, the children will be directed into the school. They will be allowed to go to their classrooms as their catechists or aides arrive. All students may be picked up at the end of class in the parking lot behind the school. **Again, please do not bring your car into this parking lot.** We need to work together on this for the safety of our children. In case you happen to be late in picking up for some reason (within 15 minutes), your child will wait with Mrs. Debra Schurko or a member of the religious education staff in the breezeway, any child not picked up after (15 minutes) will be taken to the Religious Education Office located in the Parish Center. This is where he/she can be picked up. Please be advised that the Religious Education Office will not send a student home with a driver who is visibly impaired. The Director reserves the right to call the emergency number.

### **Arrival/Dismissal – Family Centered Model**

Students are to be escorted by a parent/guardian to the Schools Breezeway Entrance and go to their assigned classes, religious education staff members are present to ensure students arrive at their assigned classes. At dismissal students are dismissed and exit only through the School Breezeway Doors, parents/guardians should wait either inside of the Breezeway or directly outside of the Breezeway. Please be mindful of the traffic due to the regularly scheduled Sunday Masses.

#### ***FOR ALL RELIGIOUS EDUCATION PROGRAMS***

***The Parish Catechetical Leader, as well as catechists, will not send a student home with a driver who is visibly impaired — The Parish Catechetical Leader reserves the right to call emergency number.***

## **Early Dismissal**

In the event that your child must be dismissed early due to an emergency or sickness, please be advised that a parent or guardian must check with Mrs. Debra Schurko before taking a child from school. Any student who needs to be dismissed at an earlier time must have a reasonable excuse in writing that is signed by a parent or guardian. No parent or guardian is allowed to go to a classroom for a child. This early dismissal should be done rarely.

## **Telephone Numbers**

If your telephone number is changed during the school year, please notify our Office. Catechists and the Office have a difficult time getting messages to you if your number is not accurate. Also, update the emergency and cell phone numbers yearly. The Religious Education Office number is **732-548-0100 x226**.

## **Emergency Closing**

Catechists are notified and every effort is made to call each student.

For the Weekly Model we will call the various schools in which we have students attending and ask them to announce the closing.

Closing/Cancellation announcements can be accessed on the Religious Education Office Phone Extension (**226**) message.

## **Illness or Accident**

If a student becomes ill or has an accident during class time, he/she will be brought to the Religious Education Office and if the situation calls for it we will phone the child's parents. Every attempt will be made to reach a parent/guardian. In the case of students enrolled in the Family Centered Model the student will be taken directly to the parent/guardian attending the Adult Learning Session.

## **Inquiries**

All inquiries concerning any aspect of the Religious Education Program should be referred to the Religious Education Office. If you would like to come in, please call the office to make an appointment.

## **Lost Books**

Each student is supplied with a textbook which should have his/her name written in it. Students are asked to treat their textbook and other class materials with care and respect. We will hold any lost books that are returned to the office, so please check with the Religious Education Office. Lost books will have to be replaced at the student's expense. Students are expected to bring their text books to each class/session. A student's failure to bring textbook to two consecutive classes will result in the child being marked absent.

## **Parent Meetings**

Parent meetings may be called as needed to keep the parents informed about changes in policies and programs.

## **Appropriate Attire**

Students are asked to be presentable when they come to class and dress consistently with regular school dress codes. Students should be mindful that classes often go into the Church and modest and appropriate dress is expected.

## **Prohibited Articles**

Students are not allowed to bring in any items, books, iPod, headphones, portable games or schoolwork that does not pertain to the religious education program. Any and all items will be confiscated and a meeting with the student's parents will be arranged with the administration to discuss proper recourse. Cell phones are only allowed for emergency use only. Text-messaging is prohibited. All cases will be referred to PCL for proper disciplinary action. Repeated offenses may result in student's expulsion.

Drugs are not allowed on premises — if a student is found to be in possession, the student will be detained until police are notified.

## **Child Abuse Policy**

If a catechist/director suspects a child has been abused, New Jersey Statutes require that the Division of Youth & Family Services be notified immediately.

## **Visitors**

While classes are in session, and immediately before and after class, no unauthorized people may be in the school building. Only children attending class that session, staff and faculty are to be inside of the building. Under no circumstances may any unauthorized person go to a classroom or be in the class area when classes are in session. This is for the safety and welfare of our students.

## **Fire Drill**

It is the policy of our Diocese that we conduct fire drills twice during the year. These drills are to prepare the children in the event of a fire, or other emergency. The drills will be conducted in an orderly and safe fashion.

## **Behavior Policy**

Rules are necessary for the orderly operation of our Parish Religious Formation Programs. We expect our children to contribute to an atmosphere of Christian concern for others. If a problem arises, a form entitled “Points for Parental Concern” will be sent home. A parent’s signature is required. After signing, it is expected there will be a follow up with either a phone call to or a conference with the Parish Catechetical Leader or the catechist. It is well to correct a problem immediately and to ensure a pleasant religion class where learning, love of God, respect for self, and respect for others exist. Provided in this Handbook is a copy of the “Student Code of Behavior,” please review this with your child/children.

## **School Facilities**

Care and respect is also necessary in the use of St. Francis School. Students are reminded that the rooms are shared with other students. **Desks and their contents must not be disturbed or defaced, and the classrooms must be left neat and orderly.**

**\*St. Francis School is a peanut free/no food zone we follow and strictly enforce and cooperate with St. Francis School staff with this policy.**

## **Discipline**

We need to live and embody the Christian values that we learn. Therefore, all students are expected to be courteous to catechists, staff and other students. Any conduct unfitting a young Catholic Christian will be referred to the Parish Catechetical Leader.

## **Staff**

### **Office Staff**

The office staff consists of a Parish Catechetical Leader (PCL) and a Volunteer Staff.

### **Catechists**

Our faculty is comprised of volunteers from our parish family. Some catechists are professional teachers, while others come from varied professions and occupations. Many of them have families very much like your own. Our catechists are encouraged to attend diocesan workshops, catechist certification programs and presentations to strengthen their faith and enhance their skills. Our catechists are committed to their faith and have a strong desire to share it with our students.

## **Sacrament Preparation Programs**

Preparation for the sacraments of Reconciliation, Eucharist and Confirmation entails two years of formal class instruction. A student preparing for the sacraments will receive instructions during the regularly scheduled class sessions for two years before reception. No home study will be approved unless extenuating circumstances exist and the Rector, the Parish Catechetical Leader and the Diocesan Office of Religious Education concur.

### **First Penance and First Eucharist**

Penance preparation is separate and distinct from the preparation for Eucharist so that the integrity of each is maintained. Catechesis for First Penance precedes Catechesis for First Eucharist.

### ***Parent Meetings***

Please be advised that there are two meetings for parents whose children are preparing for the Sacrament of Reconciliation and Eucharist. A parent or guardian must attend these meetings since important information, special projects and guidelines are given out and discussed.

### ***Fee***

A fee is charged to cover the cost of First Penance and First Eucharist materials; this fee also includes one First Communion Banner Kit.

### **Confirmation**

The program emphasizes Christian Initiation as a life long process of entering more fully into a life of Faith shared by a community of believers. In addition to class instruction it includes regular mass attendance, personal, community and church service (a total of 15 hours) and a retreat. The Sacrament of Confirmation is conferred on eighth grade students upon successful completion of program requirements.

### ***Parent and Candidate Meetings***

Parents and Confirmation Candidates must attend one meeting together. At this meeting important information and will be given out. Any parent or candidate missing this meeting will be excused only for a grave reason and is responsible to comply with all announced policies.

### ***Confirmation Retreat***

A retreat is **required** for all 8th Grade Students receiving the Sacrament of Confirmation. The date of the retreat will be given out at the Parent & Candidate Meeting.

### ***Fee***

A minimal fee is charged to cover the cost of the Confirmation Retreat and Confirmation robes. DVDs of the celebration of Confirmation are available for an additional fee.

### ***Sponsor Requirements***

A Confirmation Sponsor represents the Christian community into which the candidate is now further initiated through the Sacrament of Confirmation.

**\*All sponsors must obtain a certificate of eligibility from *their* Parish (that is the Parish in which they are registered parishioners); this includes those who are registered at St. Francis Cathedral as parishioners.**

### ***The requirements for sponsors are as follows:***

- A sponsor must be baptized, confirmed, and be presently practicing his/her faith.
- A sponsor must be sufficiently mature as a Catholic, Christian role model for the candidate. (Usually 14 or older)
- Baptismal sponsors may act as Confirmation Sponsors and are encouraged to do so.
- May be either male or female for any candidate.
- May be a member of the religious-priest, nun, or brother.
- Should be reasonably informed on current Church teachings.

**A person who is married outside the church or who is divorced and remarried without an annulment may NOT serve as a sponsor.**

**Parents CANNOT be sponsors for their children.**

### ***It is the function of the sponsor to:***

- Assist in the preparation for the sacrament by helping the candidate integrate the teachings of Jesus into his/her daily living.
- Encourage the candidate by growing in a faith relationship.
- Accompany the candidate to special liturgies and any pertaining program requirements.
- Assist in determining the candidate's readiness for the sacrament.
- Accompany the candidate and present him/her to the Minister of Confirmation.
- Help the confirmed person fulfill his/her baptismal promises faithfully under the influence of the Holy Spirit.

# **Student Code of Behavior**

- 1. Students are expected to show respect for all persons in words and actions.**
- 2. Students must conform to the attendance policy as stated in the handbook.**
- 3. Students should comply with the classroom rules set by their Catechist**
- 4. Students must not cause physical harm to themselves or to another.**
- 5. Students must not destroy, deface or remove any property from the classroom, the desk they sit in, or the building.**
- 6. Students are responsible for completing all in-class homework assignments to the best of their ability and according to the time schedule provided.**
- 7. Students are expected to come to class prepared with textbooks, notebooks, pen and or pencil.**
- 8. Students are expected to comply with all rules and regulations listed in our handbook.**

**Rules are necessary for the orderly operation of our Parish School of Religion. We expect you to contribute to an atmosphere of Christian concern for others. It is the duty of your parents/guardian and our Parish School of Religion to help you acquire self-control. To this end, you are expected to comply with the rules and regulations of Saint Francis School of Religious Formation. Deliberate disregard of the policy may lead to: 1) catechist reprimand, 2) reprimand by the PCL and a call to parents, 3) parent conference, 4) dismissal from program.**



# Prayers

Prayer is an important part of our Catholic heritage. Traditional prayers are integrated into the Church's Liturgical and devotional life. They have been prayed for centuries and passed down from generation to generation. Certain prayers are required grade level material. It is necessary for your child to learn those prayers that are grade appropriate. We ask for your co-operation in helping your child learn the prayers that are a part of our rich Catholic heritage.

<i>Grade</i>	<i>Required Prayers</i>	<i>Suggested Prayers</i>
Pre-K/K	1 & 4	2 & 3
1	1, 2, & 4	3 & 7
2	1, 2, 3, 4, & 5	6, 7, 11, & 12
3	1, 2, 3, 4, 5, & 11	6, 7, 9, 12, & 13
4	1, 2, 3, 4, 5, 6, 9, & 11	7, 8, 12, & 13
5	1, 2, 3, 4, 5, 6, 9, 11, & 13	7, 8, 10, & 12
6	1, 2, 3, 4, 5, 6, 9, 11, & 13	7, 8, 10, 12, & Spontaneous Prayer
7 & 8	1, 2, 3, 4, 5, 6, 7, 9, 11, 12, 14	8, 10, 13, 15 & Spontaneous Prayer
<b>Special Needs</b>		
Level I	1, 2, 3, 4, 5, & 11	6, 9, & 13
Level II	1, 2, 3, 4, 5, & 14	6, 7, 8, 9, 10, 12, & 14

Please note prayers reflect New Roman Missal changes as on Advent 2011

### 3. Sign of the Cross

In the name of the Father,  
And of the Son,  
And of the Holy Spirit.  
Amen.

#### 1. Lord's Prayer

Our Father, who art in heaven,  
hallowed be thy name;  
thy kingdom come;  
thy will be done on earth  
as it is in heaven.

Give us this day our daily bread;  
and forgive us our trespasses  
as we forgive those  
who trespass against;  
and lead us not into temptation,  
but deliver us from evil. Amen.

#### 2. Hail Mary

Hail Mary, full of grace,  
the Lord is with you.

Blessed are you among women,  
and blessed is the fruit  
of your womb, Jesus.

Holy Mary, Mother of God,  
pray for us sinners, now,  
and at the hour of our death.  
Amen.

### 4. Glory Be to the Father

Glory be to the Father,  
and to the Son,  
And to the Holy Spirit.  
As it was in the beginning,  
is now, and will be forever.  
Amen

### 5. Act of Contrition

#### Prayer of Sorrow

My God,  
I am sorry for my sins with all my heart. In  
choosing to do wrong and failing to do  
good, I have sinned against you whom I  
should love above all things. I firmly  
intend, with your help, to do penance, to sin  
no more, and to avoid whatever leads me to  
sin. Our Savior Jesus Christ suffered and  
died for us.  
In his name, my God, have mercy.



## 6. Gloria

Glory to God in the highest,  
and on earth peace to people of good will.  
We praise you, we bless you,  
we adore you, we glorify you,  
we give you thanks for your great glory,  
Lord God, heavenly King,  
O God, almighty Father.  
Lord Jesus Christ, Only Begotten Son,  
Lord God, Lamb of God,  
Son of the Father,  
you take away the sins of the world,  
receive our prayer;  
you are seated at the right hand of the  
Father, have mercy on us.  
For you alone are the Holy One,  
you alone are the Lord,  
you alone are the Most High, Jesus  
Christ,  
with the Holy Spirit,  
in the glory of God the Father. Amen.

## 7. Grace Before Meals

Bless us, O Lord, and These your gifts,  
which we are about to receive  
from your goodness, through Christ our  
Lord. Amen.

## 8. Act of Faith, Hope, and Love

My God, I believe in you,  
I trust in you,  
I love you above all things,  
With all my heart and mind and strength.  
I love you because you are supremely good  
And worth loving; and because I love you,  
I am sorry with all my heart for offending  
You. Lord, have mercy on me, a sinner.  
Amen.

## 9. Hail Holy Queen

Hail Holy Queen, mother of Mercy; Our life,  
our sweetness, and our hope! To you do we  
cry, poor banished children of Eve; to you do  
we send up our sighs, mourning and weeping  
in this vale of tears. Turn, then, most gracious  
advocate, your eyes of mercy toward us; and  
after this our exile, show to us the blessed fruit  
of your womb, Jesus. O clement, O loving, O  
sweet Virgin Mary! Pray for us, O holy  
Mother of God that we may be made worthy  
of the promises of Christ. Amen

## 10. Angelus

V. The angel spoke God's message to  
Mary,

R. and she conceived of the Holy Spirit,  
Hail, Mary...

V. "I am the lowly servant of the Lord:  
R. let it be done to me according to your  
word."

Hail, Mary...

V. And the Word became flesh

R. and lived among us.

Hail, Mary...

V. Pray for us holy Mother of God,

R. that we may be become worthy of the  
promises of Christ. Pray for us.

Lord, fill our hearts with your grace:  
once through the message of an angel  
you revealed to us the incarnation of  
your Son: now, through his suffering and  
death.

## 11. Vocation Prayer

Lord, show me how to be of service in your  
Church and in the world.

Help me see what you want me to do.

Give me vision, courage, and friends who  
encourage me to do your work.

Amen

## 12. Confiteor

I confess to almighty God and to you, my brothers and sisters, that I have greatly sinned, in my thoughts and in my words, in what I have done and in what I have failed to do, through my fault, through my fault, through my most grievous fault; therefore I ask blessed Mary ever-Virgin, all the Angels and Saints, and you, my brothers and sisters, to pray for me to the Lord our God.

### 13. Apostles' Creed

I believe in God, the Father almighty,  
Creator of heaven and earth,  
and in Jesus Christ, his only Son, our  
Lord,  
who was conceived  
by the Holy Spirit,  
born of the Virgin Mary,  
suffered under Pontius Pilate,  
was crucified, died and was buried;  
he descended into hell;  
on the third day he rose again  
from the dead;  
he ascended into heaven,  
and is seated at the right hand of God  
the Father almighty;  
from there he will come to judge the  
living and the dead.  
I believe in the Holy Spirit,  
the holy catholic Church,  
the communion of saints,  
the forgiveness of sins,  
the resurrection of the body,  
and life everlasting. Amen

### 15. Come Holy Spirit

Come, Holy Spirit, fill the hearts of  
your faithful and kindle in them the fire  
of your love. Send forth your Spirit,  
and they shall be created; And you will  
renew the face of earth. O God, on the  
first Pentecost you instructed the hearts  
of those who believed in you by the  
light of the Holy Spirit; under the  
inspiration of the same Spirit, give us a  
taste, for what is right and true and a  
continuing sense of his presence and  
power; through Jesus Christ our Lord.  
Amen



### 14. Nicene Creed

I believe in one God,  
the Father almighty,  
maker of heaven and earth,  
of all things visible and invisible.  
I believe in one Lord Jesus Christ,  
the Only Begotten Son of God,  
born of the Father before all ages.  
God from God, Light from Light,  
true God from true God,  
begotten, not made,  
consubstantial with the Father;  
through him all things were made.  
For us men and for our salvation  
he came down from heaven,  
and by the Holy Spirit  
was incarnate of the Virgin Mary, and  
became man.  
For our sake he was crucified under Pontius  
Pilate,  
he suffered death and was buried,  
and rose again on the third day  
in accordance with the Scriptures.  
He ascended into heaven  
and is seated at the right hand of the Father.  
He will come again in glory  
to judge the living and the dead  
and his kingdom will have no end.  
I believe in the Holy Spirit,  
the Lord, the giver of life,  
who proceeds from the Father and the Son,  
who with the Father and the Son  
is adored and glorified,  
who has spoken through the prophets.  
I believe in one, holy,  
catholic and apostolic Church.  
I confess one baptism  
for the forgiveness of sins  
and I look forward to the resurrection of the  
dead  
and the life of the world to come. Amen.



Student's/Family Name: \_\_\_\_\_

**Dear Parents:**

**All parents/guardians are asked to sign this form after reading through the content of this Handbook. This will signify that you agree with the policies as stated in the booklet and that you promise your active cooperation with the process of faith formation as offered by the Saint Francis Cathedral Parish Religious Education Program.**

**Please return this form to the Religious Education office along with your registration form. Registrations will not be processed and students will not receive a class assignment without acknowledgement of receipt of the Family Handbook.**

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

**I have read through this Handbook and I pledge my active cooperation with the faith formation as offered by Saint Francis Cathedral Parish Religious Education Program.**

\_\_\_\_\_  
**(Date)**



**This agreement will be kept on file in the Religious Education Office.**

