

R Staff

Theresa Butorac
Religious Education
42.9765 ext. 2
tbutorac@sttheresacc.org

Anna Stormont
for grades PK3-6
42.9765 ext. 3
astormont@sttheresacc.org

John Lawler
Coordinator for grades 7-12
42.9765 ext. 4
jlawler@sttheresacc.org



St. Theresa Catholic Church

Religious Education

Parent Handbook 2014-2015

SACRAMENTS

Baptism: Baptism is the initiating sacrament for all other sacraments. Any child 7 years of age and older who has not been baptized must be prepared for this sacrament. A child who is baptized a Christian in a non-Catholic church and wishes to partake in the sacramental life of the Catholic Church is asked to make a Profession of Faith to the Roman Catholic Church. This may be done before or during preparation for First Penance. (Proof of Baptism must be provided in writing).

First Reconciliation: A child must be in second grade or above and enrolled in the Parish School of Religious Education program for at least one year prior to beginning preparation for this sacrament.

First Eucharist: A child must be in second grade or above and be enrolled in the Parish School of Religious Education program for at least one year prior to beginning preparation for this sacrament. Sufficient time must lapse between the reception of the Sacrament of Reconciliation and First Eucharist, so that the child can distinguish between the two celebrations. A copy of the Baptismal certificate must be presented to the PSR Office with the registration form even if the student was baptized at St. Theresa.

Confirmation: Candidates for this sacrament must have been in attendance in a catechetical program for at least two years PRIOR to enrollment in the Confirmation Program OR in attendance at a Catholic High School BEFORE enrollment in the Confirmation Program. (At St. Theresa, students will participate in Grades 8 and 9 PSR/LifeTeen or Catholic school to begin Confirmation preparation in Grade 10). A copy of the Baptismal certificate must be presented to the PSR Office with the registration form even if the teen was baptized at St. Theresa.

OF CONDUCT

are expected to act in all ways and that is in keeping with Gospel discipline. Our catechists are in our parish. They have a right to respect from the children in their parish. Children to treat each other with respect. Catechists will be responsible for the environment in which the young people receive instruction regarding acceptable behavior will be pointed out to the appropriate setting for him or her to correct outlandish misbehavior will be reported to the Pastor and to the parents.

LINE POLICY

are to act in a manner that enables children to grow in faith. If at any time a child is disrespectful of the catechist or another child, the catechist will contact the DRE. The DRE reports to the DRE about child/parent behavior, the DRE will contact the DRE. If the DRE determines that a first offense of a serious nature, the parents will be notified.

ABUSE REPORTING

Staff, both paid and volunteer, are reporters. As such, we are required to report any knowledge of child abuse or neglect. The child enrolled in our program is our

GENERAL INFORMATION FOR PARENTS

Our children will learn most of what they know about living their lives as Catholic Christians from you as parents. Your example is the most permanent influence in your child's life.

The Church teaches that parents have a most solemn obligation to educate their children. The church states, "The parents' role is so decisive that scarcely anything can compensate for it." Therefore, we trust it is with a complete awareness of the Catholic Church's vision of your vocation as Catholic parents that you have enrolled your child in St. Theresa's Parish School of Religion. In doing so, you acknowledge and accept the privilege and responsibility of being the primary educators of your children. You understand that PSR is a way in which the Church seeks to share and assist you in your vocation. Our mutual cooperation will greatly enhance the atmosphere of your child's religious formation.

MASS ATTENDANCE

Attendance at Mass on Sundays and Holy Days of Obligation is expected of all students and parents. Attending PSR class is NOT a substitute for Mass attendance.

Participation in the sacramental life of the Church is the very heart of our faith. The Catholic teaching and training your child receives in the Parish School of Religion needs to be rooted in and reinforced by their participation in the Mass.

ATTENDANCE

Registered for PSR classes are

Students will be in class on time unless another valid excuse. Sporting activities are not considered excused. If three classes are missed your child is at risk of an incomplete on his/her part. Excused absences do not count as unexcused absences.

In all cases, parents are responsible for assisting their child with the homework, and returning it the following week to the teacher.

Each week. Please help your child

Attend class every week in PreK-6th and 9-12, students sign in and their child's name in the classroom each week.

GOALS

Students will grasp the essential information at the appropriate level. This includes basic prayers, scriptures, and practices of our faith. Each child is expected to have the knowledge of the material presented in our program.

CELL PHONES, WEAPONS, AND FOOD

With the understanding that cell phones provide important contact/safety measures for our families, we realize our students may need to have a cell phone with them while attending PSR. To avoid unnecessary interruptions during class time, a student is required to turn their cell phone off and store the phone in a secure location until dismissal. If a cell phone is seen or is being used during class time the catechist will confiscate the phone until a parent comes to pick it up from the PSR office. A student may use the telephone in the PSR Office with permission from the DRE or Youth Minister.

Students are also not permitted to bring food or drinks of any kind into the school building. This includes chewing gum and candy. No gum is allowed in the PLC, Parish Hall or Church Sanctuary.

NO weapons allowed on Church property. A weapon is anything used or intended to be used to threaten, intimidate, and or harm persons. The possession of and use of firearms or other weapons or explosive devices on school premises is prohibited.

HARASSMENT

The PSR program maintains a learning environment that is free from harassments. No student in the PSR shall be subjected to any type of harassment. Harassment is defined as any unwanted and unwelcome behavior that interferes with a student's performance or creates an intimidating, hostile, or offensive learning environment. Harassment includes physical, visual, verbal and sexual forms of behavior. Instances of harassment will be addressed using appropriate disciplinary consequences.

ESS CODE

will aid in providing a safe and both faculty and students. Please ss. Appropriate dress includes:

i.e. midriff tops, muscle shirts, netti straps, short skirts or short-ure that the length of shorts and appropriate.

rds or graphics that are anti-ist, profane or demeaning to p.

ries that advocate violence.

ries with wording or graphics that option or use of drugs, alcohol or ogos for such products).

ropriately will not be allowed in s will be called to bring them a

AND FOUND

l that belongs to a PSR student Office. Contact the PSR or Youth d/teen discovers something is will be donated to charity. Please brings to class with their name.

ARRIVAL AND DISMISSAL

For safety and security, parents of elementary students must park in a designated parking space and escort their child to class. Children are not allowed to walk into the building without an adult.

Students should not arrive more than 10 minutes prior to class. Parents should wait with their child outside the classroom until the teacher is ready to receive the students.

Please pick up your children promptly after class ends. If you are running late, please call the office, and your child will be waiting for you in the PSR office.

Let us know in writing if any other person is to pick up your child. Older siblings must be 17 to pick-up children and will need a note.

It is preferred that Middle and High School students are escorted into the building, but are permitted to enter and exit the building unescorted at the direction of the parents.

EARLY DISMISSAL FROM CLASS

You must send a note to the teacher if you want your child dismissed early from class. You should give the note to the teacher who will send your child to the office with the note at the designated time. You will pick up your child or teen in the PSR offices.

EXPECTATIONS

to do their best to reach their
other students to reach theirs.
is expected to:

prepared: i.e., with folder (grades
work completed – whether it be a
reading or studying

and raise hand to speak

ask

and for each grade level

the classroom in order to enhance
ment

VISITATION

visit their child's classroom at any
the PSR Office to sign in before
classroom. This is a necessary
PSR staff knows who is in the
ask that these visits be limited as
both the catechist and class

WEATHER CONDITIONS

If Douglas County Schools are closed because of weather, then we will also be closed. This applies to evening classes even if the weather improves during the day. We make no exceptions to this policy in order to avoid any confusion.

If a weather situation develops late in the day, PSR staff will make every effort to contact teachers and ask that teachers contact students to inform them that classes are canceled. Our church website will also be utilized to inform parents of any cancellation of classes.

PAYMENT

The duty to provide a Catholic religious education to your child(ren) is one we take very seriously. It is not our intent to deny any child the right to learn about their faith. If you feel you have a valid reason for being exempt from the financial requirements for PSR, please call the office of our Pastor, Father JD Trujillo-Luna.

CHANGE OF ADDRESS

A change of home, work or emergency telephone number or change of address should be reported to the PSR Office. We need to always have current contact information in case of emergencies.