

ST. ROSE CCD

(Confraternity of Christian Doctrine)

RELIGIOUS EDUCATION HANDBOOK



MISSION STATEMENT:

Jesus said, "Let the little children come to me; do not stop them; for it is to such as these that the kingdom of God belongs."

Mt: 19:12 Mark: 10:14 Lk: 18:16

"God our Savior. . . desires everyone to be saved and to come to the knowledge of the truth."

1 Tim. 2: 3-4

The mission statement of the St. Rose parish CCD Program is to foster within an educational environment the teaching and values of Jesus Christ and the Roman Catholic Church through Scripture and Tradition. Through the promotion of these teachings and values, a Catholic community in the life of the Holy Spirit is created where students are accepted, cherished, and challenged. The St. Rose CCD Program recognizes that parents are the primary religious educators of their children in faith development, and assumes a mutual responsibility to enhance this development

Philosophy

The St. Rose Parish CCD Program offers a Religion Program of Catechesis within a Christ-centered community. The CCD Parish Program exists to provide its parish children a basic, yet firm foundation in our Catholic beliefs and practices.

The St. Rose CCD Program respects the uniqueness of each child and the diversity of needs within its Parish family. The CCD Program Coordinator, under the guidance of the Pastor and the Diocesan Office of Religious Education, devises a Religious Education program to meet the needs of its students-challenging them to grow in the knowledge and understanding of the Catholic faith, its teachings and practices.

The St. Rose Parish CCD Program strives to not only teach about Jesus, but just as importantly, strives to inspire a relationship of friendship and lasting love with Jesus.

The ideals of this philosophy can **only be fulfilled through a spirit of cooperation** shared by each of the three major groups of our **CCD family-staff, parents, and students**. The quality and success of the CCD Program recognizes the need for each group to accept the responsibility of openness to one another, in mutual respect and encouragement.

Statement of Goals

St. Rose Parish CCD Program exists to provide its students with a basic, yet firm foundation of religious education that is developed and nurtured within a faith-filled environment. This is accomplished when these goals are achieved:

1. To proclaim the message of Jesus Christ, by providing a religious program based on Scripture and Tradition.
2. To encourage reception of the Sacraments by preparing students to understand and appreciate their importance and necessity in their life.
3. To foster growth in a faith community, by providing valuable experiences of shared prayer and worship.
4. To encourage a spirit of charity, by promoting positive Christian attitudes to one's responsibility toward God, others and self.
5. To encourage students to take responsibility for their learning.
6. To foster cooperation and communication among staff, parents, and students.
7. To continually review and update curriculum needs and materials.
8. To offer staff opportunities to improve teaching methods through in-service, professional magazines, and further education.
9. To evaluate each student's strengths and weaknesses through testing in order to help. **Liturgical Celebrations**
Special liturgical celebrations will be scheduled periodically during the year. All parents are invited to join in these activities.

Parents have an obligation, not only to insure that a child attends Mass, but also that he/she grows in understanding

and participation in the Mass. The CCD Program supplements this training, **but no amount of training in school can supplant the example of regular (weekly) family participation in the Mass.** Frequent confession and reception of Holy Communion should be encouraged both by the home and CCD Program.

ADMISSION

All Catholic students living within the boundaries of St. Rose parish as well as students who live outside the boundaries and are registered at St. Rose parish are eligible for entry into the parish religious education program.

There will be no discrimination on the basis of race, national origin, or handicap conditions.

BAPTISMAL CERTIFICATE

All students entering the parish religious education program are required to submit a copy of their baptismal certificate.

FEES

A fee of \$50.00 per child for the first three children shall be paid by all parents/guardians, if possible. A maximum of \$150.00 shall be paid by a family.

DUTY OF PARENTS/GUARDIANS

The role of parents/guardians in the religious education of their children is of such importance that it is almost impossible to provide an adequate substitute.

Parents/guardians are expected to pray with their children attend the Catholic Church with their children, and provide encouragement and support for the religious education program.

NON-CUSTODIAL PARENT RIGHTS

The Religious Education Coordinator needs to be informed by the custodial parent of the rights of a non-custodial parent.

CLASS DAYS AND TIMES

Religious education classes for grades 1- 6 shall be on Wednesday evenings from 6:30pm-7:30pm. Class time for grades 7-12 are 7:45pm.-8:45pm. Students should not arrive more than 15 minutes before class starts and should be picked up at dismissal time.

ATTENDANCE

Regular, participating attendance in classes is vital if students are to move forward in the knowledge and appreciation of their faith. Out of respect, it is important for all students to be present **and on time** for each session.

If it is known that a student will be absent, this needs to be communicated to the teacher or the Coordinator **PRIOR** to the class.

Families requiring an excused pattern of absences need to make this known to the Coordinator.

If a parent has **NOT** called the teacher or Coordinator prior to an absence, then the Coordinator will contact the parent after the missed class.

ABSENTEEISM

Students will be held responsible for all missed work. Parents/guardians should make necessary arrangements with their child's teacher if absences occur.

HOMEWORK

A teacher may assign homework. Parents/guardians are expected to see that their children complete assignments. Homework should **NOT** take more than one hour per week.

CLASS CANCELLATION

If Marion Local schools are closed for the day, CCD classes are also canceled.

MASS PARTICIPATION

All students enrolled in the religious education program are expected to participate on a weekly basis in the Sunday celebration of the Eucharist.

In addition, each student will be expected to be present and involved when his/her class is participating in a special way in the Eucharist.

OFF GROUNDS ACTIVITIES

All classes shall be held in the assigned classroom. No classes may be held in homes. All exceptions must be approved by the Coordinator.

If an exception is granted, students will be required to return an Archdiocesan approved permission slip signed by their parent/guardian before they will be allowed to participate in an activity outside of the classroom.

EMERGENCY INFORMATION

A current medical/emergency information form will be kept on file in the office at all times. These forms will be updated yearly.

MEDICAL EMERGENCY

In case of a minor illness or injury, the student will be treated and the parent/guardian will be notified when they come to pick up their child. If there is a severe illness or injury, an ambulance will be called for the child and the parent/guardian or persons designated by the parent/guardian will be notified immediately.

CHILD ABUSE

The Coordinator of Religious Education is required by the Ohio Revised Code and Archdiocesan Policy on Child Protection to report suspected or actual child abuse or neglect to the proper authorities.

OBEDIENCE

All students will respect and obey all instructions of the Coordinator and teachers.

DISCIPLINE

In general, students are asked to be respectful to themselves, to others, and to their own property and property of others.

Any student who interferes with a teacher who is teaching or interferes with other students who are learning will be notified by the catechist of their inappropriate behavior. . .this constitutes a warning.

Any student who continually interferes with a teacher who is teaching or continually interferes with other students who are learning will be removed from the situation. . .constitutes a second warning.

If there are continued behavioral problems, the parents/guardians will be contacted and may be called to pick up the child.

If, after this, the behavior is repeated, the parent/guardian will be asked to sit in class with their child until the behavior is corrected.

EXPULSION

A student may be expelled from the religious education program for the following, non-inclusive reasons:

1. When a student's behavior is of a serious nature, or constantly disruptive.
2. When the student resists all attempts at correction by the teacher, Coordinator and the parent/guardian.
3. When the student has a negative impact on the learning environment of the classroom so as to diminish the other student's opportunities to learn.

RE-ADMISSION

When the problem that caused the expelled student's unacceptable behavior has been resolved and there is an assurance of cooperative behavior, the student will be welcomed back into the classroom.

The time of this re-admission will be determined by the Coordinator of Religious Education and Pastor.

SEARCH AND SEIZURE

Religious education programs have no Constitutional restraints on the use of search and seizure. If a student is suspected of having weapons, drugs, or alcohol in his/her possession, the Coordinator of Religious Education may conduct a search or contact the Sheriff's Department. An adult staff member will be present during the search as a witness. If the student refuses to cooperate, his/her parents/guardians will be contacted to assist in the search.

COMPLAINT PROCEDURE

If a parent/guardian has a complaint, they should follow the procedure outlined below:

1. Communicate first with the person with whom there is a problem.
2. Communicate with that person's most immediate supervisor.
3. Communicate with the Coordinator of Religious Education.
4. Communicate with the Pastor.

CHANGES IN HANDBOOK

Changes in this handbook will be announced in the church bulletin.