

Wednesday Evening Religious Education

Dear Parents,

Welcome to the 2011-2012 W.E.R.E. Program! Please read the following pages of the parent handbook. If you have any questions please let me know. Printed copies of the last page will be handed out to be completed and signed during the parent meeting our opening evening. We will begin in church on September 7th at 6:45. Please place the form in the Tuition/Forms/Registration box in the back of church when you leave. We are looking forward to another great year!

For our Lord's will,

Gretchen Bush

Gretchen Bush, C.R.E.

Wednesday Evening Religious Education

Parent Handbook

Revised July 2010

Philosophy

The parents are the first and primary educators of their children through word and example. The purpose of our program is to supplement the role of the family in faith formation by providing quality Catholic Religious Education in a formal setting.

Mission Statement

Centering our program on the Word of God and the Catholic faith, we endeavor to accomplish this philosophy in the following ways:

- By our expectation that all families participate in Mass each weekend so that our program builds on that foundation.
- By our expectation that students participate in our program each week for all eight years.
- By the challenge of both the Scriptures and the weekly lessons for all to live Christian values in their daily lives.
- By caring teachers who show forth a loving God.
- By creative lessons and activities to help the children appreciate the gift of their Catholic beliefs and traditions.
- Through prayer each week in our program and each day in the home.
- By frequent contact between home and our program, providing possibilities of further growth for parents and for families.
- By providing opportunities for service to others at various times during the year.

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ADMISSION

Ordinarily our program is for active, contributing, registered members of St. Mary Parish. However, if space is available we will welcome families from other parishes who wish to attend.

ATTENDANCE

Regular attendance and participation in classes are of the utmost importance. If a student is absent, please contact the C.R.E. by sending an email to stmarywere@gmail.com. Missed work will be given upon the child's return to be completed for the following class.

We expect that a child who begins the program will continue each year through the end of the 8th grade year.

Please drop your child off at the cafeteria BEFORE 6:45PM. Every minute of class counts!

DISCIPLINE POLICY

Approved by the Parish Education Commission, May 10, 1994. Revised Sept 2005

Approved by the Parish Council, May 17, 1994

At the beginning of the program year, the Director of Religious Education, Coordinator of Religious Education and Teaching Staff will set clear, reasonable and enforceable rules for the students. If a student does not cooperate, cases shall be handled in the following manner:

1. The teacher will try to correct problems directly with the student.
2. If a problem persists, the C.R.E. and teacher will meet with the student.
3. If no solution is forthcoming, the C.R.E. and teacher will discuss the problem with the parent(s).
4. If there is still not sufficient improvement, the child will be dismissed from the program by the C.R.E., with the approval of the Pastor.

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Policy for minimum attendance and eligibility for Penance, Eucharist, and Confirmation for St. Mary's W.E.R.E.

APPROVED: Parish Education Commission – April 1, 1997, Revised Sept, 2005, Revised April, 2010
Parish Council - April 15, 1997

RATIONALE: Parents are the first and foremost educators of their children. It is in the home that faith is handed on and nurtured. The Parish Religious Education Program supports and assists parents in this primary responsibility.

GENERAL ATTENDANCE:

If a student misses more than five classes in a year, he/she will not be promoted to the next grade until the work is satisfactorily completed. Special conditions apply for sacramental years. (See #2 below)

CANDIDATES FOR PENANCE, EUCHARIST, and CONFIRMATION:

Candidates for the Sacraments of Penance, Eucharist and Confirmation are those who fulfill the following:

- a. Active participation in the Catholic faith. (i.e. minimally, regular attendance at Sunday Mass)
- b. Regular attendance at Religious Education classes in the preceding and current year (or the equivalent). If a student misses more than two Religious Education classes in grades 2 or 8, the parent will be expected to meet with the Coordinator of Religious Education (C.R.E.) in order to continue preparation.
- c. Parent attendance at sacramental meetings (or the equivalent) in preparation for the sacraments. Ordinarily, this is mandatory for the first child; for the other children, it is required if more than three years elapse.
- d. For Confirmation candidates: evidence of readiness through their attitude, actions, understanding of the subject matter, service requirements, retreat, and Insights or LETS Day.
- e. In extreme circumstances that cause the criteria set forth in point B (above) not to be met, the parent must meet with the Coordinator of Confirmation or the C.R.E. The coordinator will get the approval of the Director of Religious Education for any modified preparation.

SPECIAL NOTE – Home Schooling:

While we know that parents are the first and foremost educators of their children, we also know that the sacraments of the church are communal celebrations. Therefore, it is important that the preparation for these sacraments be done in a communal setting. It is the Parish's obligation to be assured that this preparation be theologically and pastorally sound. In order to be admitted for the Sacraments of Initiation (Eucharist and Confirmation), the preparation must be done within the W.E.R.E. program. The C.R.E. will determine readiness before a student enters the second or eighth grade. Other arrangements will be approved by the pastor and the Director of Religious Education.

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DIRECTIONS FOR (Pickup) DISMISSAL

In order to provide more safety for our children at the time of dismissal, we will be using the following plan. This plan was developed after much input, including advice from law enforcement.

GRADES 1 – 4

1. Those picking up children in grades 1 through 4 (and their sisters and brothers) should enter by way of the main driveway (the one that goes past the church). When you enter the parking lot, do not "line up". Park in a regular, marked parking spot on the upper end of the lot nearest the school.
2. The parent or other driver is asked to meet the child(ren) at the classroom door and escort them to your car.
3. When you have all the children whom you are driving, please exit the parking spot carefully.
4. Please do not wait in the driveway in your car. This just inconveniences everyone by creating a traffic jam. Please park in a marked parking spot.

GRADES 5 – 8

1. Enter by way of Jefferson Street (by Southern States).
2. Park in a parking spot and when your child(ren) is in your car, exit carefully, especially when backing up.
3. If many children are still going to their cars when you are ready to exit, please wait a moment or two for the lot to clear before exiting.

ALL DRIVERS

Please follow the directions of the traffic monitors regarding the parking lots.

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IMPORTANT INFORMATION

If your child has any problem that we should know about, (reading difficulties, health problems, ADD, etc.), note this on the registration form and notify the C.R.E. if the registration form needs to be updated.

If there are concerns regarding non-custodial parents receiving information or picking up the children, give this information IN WRITING to the Coordinator of Religious Education.

EMERGENCY CONTACTS

Parents are asked to complete the registration form and to keep it up to date throughout the school year. This information will include parent names or other adults and evening phone numbers who could take responsibility in case of a medical need or other problem. It is important that any unusual medical problem, special need or family issue of each child be noted on the registration form. Prompt notification is necessary when any of these names or numbers are changed. Children should NOT be sent to W.E.R.E. if the parent suspects that they may be ill. When not sure, a parent should be sure someone on the emergency list is available so that the office can contact him or her quickly if necessary. If changes will be applicable for the one-day only, a parent should send a signed and dated note with the children that they may give to their teacher/faith mentor.

CONTACT BETWEEN PARENT AND CATECHIST

Parents are encouraged to participate in the W.E.R.E. program. All parents are welcome to sit in on their child's class.

Any program or teacher questions should be sent via email to stmarywere@gmail.com. Teachers should NOT be contacted at home.

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CANCELLATION FOR BAD WEATHER

If Campbell County is closed, we will **not** necessarily be closed. You will receive a call from the W.E.R.E. All Call system and an email. Your caller id will show 635-4188. If you see this number on a Wednesday do **NOT** call it until you have checked your messages. You can also find out about cancellations on Channel 12 and our website which is <http://wereonline.net>.

Substantial content is posted on the program website for your review.

PHOTO PERMISSION

W.E.R.E. may wish to promote the program via the website and news releases to local or diocesan papers using photos taken during class activities. Parent permission is requested to post pictures of family members both adult and child(ren) involved with the program. Permission remains in effect until revoked in writing. Please contact the C.R.E. with questions or concerns relating to this policy.

EMAIL

We send information via email on a regular basis. If you are NOT receiving emails with W.E.R.E. as part of the subject check your junk or spam folders. If the emails are not there please send an email to stmarywere@gmail.com and let us know.

MISCELLANEOUS

Students are not to chew gum, bring drinks, candy or food of any type, or wear hats during class.

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PRAYERS TO BE LEARNED

Grade 1: Children should be able to say these prayers:

Sign of the Cross	Glory Be
Our Father	Meal Prayer
Hail Mary	Guardian Angel Prayer

The following prayers are specifically recommended for the grade levels listed:

Grade 2: Simple Act of Contrition, and all of the above

Grade 3: The Apostle's Creed, and all of the above

Grade 4: Morning Offering, and all of the above

Grade 5: All of the above

Parents, be sure to help your child to understand and learn these prayers. Regularly praying them at home will help your child to integrate faith and life.

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Traditional Prayers

SIGN OF THE CROSS – In the name of the Father, and of the Son, and of the Holy Spirit.
AMEN.

OUR FATHER – Our Father, who art in heaven, hallowed by 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 us. And lead us not into temptation, but deliver us from evil. Amen.

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.

GLORY BE – 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.

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.

GRACE AFTER MEALS – We give You thanks for all Your gifts, Almighty God, living and reigning now and forever. Amen.

GUARDIAN ANGEL PRAYER – Angel of God, my Guardian dear, to whom God's love commits me here. Ever this day be at my side, to light, to guard, to rule, and to guide. Amen.

ACT OF CONTRITION – 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 sin no more, and to avoid what leads me to sin. Amen.

APOSTLE'S CREED – (per new Roman Missal changes) – 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.

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MORNING OFFERING – The traditional prayer is listed below, however, teach your child to offer his or her day to God in his or her own words. Oh Jesus, through the Immaculate heart of Mary, I offer you my prayers, works, joys and sufferings of this day, in union with the holy sacrifice of the Mass throughout the world. I offer them for all the intentions of your Sacred Heart, for the salvation of souls, reparation for sin, and for the reunion of all Christians. I offer them for the intentions of our Bishops, for all of the members of the Apostleship of Prayer, and in particular for those intentions recommended by our Holy Father. Amen.

Ten Commandments

1. I am the Lord your God: you shall not have strange gods before me.
2. You shall not take the name of the Lord in vain.
3. Remember to keep holy the Lord's Day.
4. Honor your father and your mother.
5. You shall not kill.
6. You shall not commit adultery.
7. You shall not steal.
8. You shall not bear false witness against your neighbor.
9. You shall not covet your neighbor's wife.
10. You shall not covet your neighbor's goods.

Corporal Works of Mercy

The Corporal Works of Mercy are actions that help People in their bodily needs.

- Feed people who are hungry.
- Give drink to people who are thirsty.
- Clothe people who need clothes.
- Visit prisoners.
- Shelter the homeless.
- Visit people who are sick.
- Bury people who have died.

Spiritual Works of Mercy

The Spiritual Works of Mercy are actions that help people in their Spiritual needs.

- Help people who sin.
- Teach people who are ignorant.
- Give advice to people who have doubts.
- Comfort people who suffer.
- Be patient with other people.
- Forgive people who hurt you.
- Pray for people who are alive and for those who have died.

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Handbook 2011-2012

I have read and understand the information in St. Mary's Wednesday Evening Religious Education Parent Handbook for the 2011–2012 school year and the Procedure for Electronic Use During W.E.R.E. listed below.

Printed Parent Name: _____

Parent Signature: _____ Date: _____

Procedure for Electronic Use During W.E.R.E.

Cell phones, iPods, mp3 players, video games, etc are NOT allowed to be used once the student arrives at St. Mary School for W.E.R.E. All devices should be turned off at that time and put away until class has been dismissed. If this becomes a problem the cell phone or device will be taken from the student and brought to the office. Parents will have to come to the office to retrieve the item after class.

Emergency Contact Information

Family Name (Last, First): _____

Family Email: _____

Student Name: _____ Special Needs/Allergies/Family Issues: _____

Student Name: _____ Special Needs/Allergies/Family Issues: _____

Student Name: _____ Special Needs/Allergies/Family Issues: _____

Student Name: _____ Special Needs/Allergies/Family Issues: _____

If we are unable to reach the parents we will contact the following

Emergency Contact Name: _____ Relationship: _____

Emergency Contact Home Phone: _____

Emergency Contact Cell Phone: _____

Emergency Contact Name: _____ Relationship: _____

Emergency Contact Home Phone: _____

Emergency Contact Cell Phone: _____

eNewsletter

Please circle if you would like a printed copy of the weekly eNewsletter that is sent via email?

Yes or No