

The Story of St. Charles Borromeo—A Saint for Our Times

Born: Oct 2, 1538

Feast Day: November 4

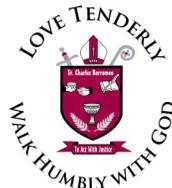
Patron Saint of Catechists

Charles Borromeo (1538-1584) was born in northern Italy to an established and wealthy family. Trained in civil and canon law in Pavia, he was called to Rome as a young man by his uncle, Pope Pius IV, to be Secretary of State at the Vatican. He played an important role in convincing the Pope to reconvene the Council of Trent, which proved to be instrumental in helping reinvigorate the Church during the Counter-Reformation. Under the auspices of that Council, Charles Borromeo supervised the writing of an accurate catechism, rewrote liturgical texts and music, and began enforcing clerical reform in Rome.

Pope Pius IV named Borromeo archbishop of Milan in 1564, the largest archdiocese in Italy at the time, with more than 3,000 clergy and 800,000 people. An energetic reformer, Borromeo faced a daunting task when he arrived in Milan, as both its clergy and laity had drifted from Church teaching. Borromeo immediately called a synod of his bishops to inform them of the new decrees. Setting an example of personal frugality and order, Borromeo reduced his household staff, forbade his retainers to accept any presents, and sold some of his property to help feed the poor.

He began preaching in churches and monasteries, combining “exhortation with intimidation.” He also addressed the backsliding of laypeople, curtailing Sunday entertainments and requiring that all teachers profess the faith. Always interested in religious education, Borromeo established the Confraternities of Christian Doctrine to teach religion to children, and the organization grew to include 740 schools, 3,000 catechists, and 40,000 students in Sunday schools.

Borromeo also displayed a gentler side and many of his people loved him. During a plague in 1576, he stayed in the city and cared for the sick, ordering that decorative church hangings be tailored into clothing for the destitute. During a famine he incurred great debts to feed more than 60,000 people. In more ordinary times, he liked to wander the city praying with the people. He established hospitals, seminaries, colleges, orphanages, and other charitable institutions. He died in 1584, at age forty-six, tired from his labors. He was canonized in 1610 and is the patron saint of catechists. (Courtesy of Loyola Press)



St. Charles Borromeo Catholic Church

21505 Augusta Avenue, Port Charlotte, FL 33952

Faith Formation Office, Ministry Center Building

(941) 585-0668

www.stcharlespc.org



St. Charles Borromeo

PREP

Parish Religious Education Program



Faith Formation 2021-2022 Handbook



St. Charles Borromeo Catholic Church
Faith Formation Office - Located in Ministry Center
21505 Augusta Avenue
Port Charlotte, FL 33952
(941) 585-0668
www.stcharlespc.org

Table of Contents

A. GENERAL INFORMATION 2
 Welcome 3
 Program Information..... 4
 Pastoral Team 4
 Mass Schedule 4
 Communications 4

B. OPTIONS FOR RELIGIOUS EDUCATION5
 Pre-Kindergarten through 12th Grade 5
 Sacramental Preparation 5
 First Reconciliation & First Eucharist 5
 Confirmation 5
 Youth Ministry 5

C. ADMISSION AND ATTENDANCE 6
 Attendance/Retention of Students 6
 Attendance at Sunday Mass 6
 Admission Policy 6
 Students with Special Needs 6
 Records 6

D. REGISTRATION PROCESS 7
 Requirements for NEW students 7
 Fees 7
 Policy of Session Cancellations 7
 2021-2022 Calendar 7
 Sunday Schedule / Locations 7

E. BEHAVIOR AND DISCIPLINE POLICY 8
 Bullying 9
 Alcohol and Drugs9
 Dress Code9
 Electronics 9

F. IMPORTANT INFORMATION FOR PARENT(S) / LEGAL GUARDIAN(S) 10
 Custodial Rights of Parent(s) / Legal Guardian(s) 10
 Medical Condition of Students 10
 Medical Emergency Information 10
 Medication 10
 Emergencies Procedures 10
 Assignments/Assessments 10
 Field Trips 10
 School Arrival and Pick-up 11
 Supervision 11
 Visitors 11
 Volunteers 11

G. SAFE ENVIRONMENT TRAINING FOR PARISH RELIGIOUS EDUCATION STUDENTS 12

H. PRAYERS AND SAINTS BY GRADE LEVEL 13

I. CAMPUS MAP 14

J. AGREEMENT WITH PARENT(S) / LEGAL GUARDIAN(S) 15
 Family Commitment Prayer 15
 Acceptance of Family Handbook 15

**Agreement with Parents/Guardians
 Family Commitment Prayer**

God, Our Father,

You have blessed us and bestowed on us the gift of family. You created the family to model the image of love, hope, and unity revealed to us in the Blessed Trinity. We now, again, commit ourselves to model that love and unity in our daily lives and in all our relationships. Guide us on our journey as we pray, reflect on Your holy Word, and participate in the Sacraments By the sacrifice of Your Son, Our Lord Jesus, and with the help of prayer, Sacraments, and Your Holy Word, we become increasingly like Jesus, so that we can bring His healing love to our hurting world. May the Holy Spirit, who dwells within us through our Baptism, shine through our interactions within our family and through our encounters with others. May all families within our parish become hearers and followers of our Lord Jesus Christ so that our parish family might bring His love and light to the world.

Amen.

We, the _____ Family make this commitment in Jesus’ name.

**Based on a prayer used with permission from the USCCB, Washington D.C.*

Acceptance of Family Handbook

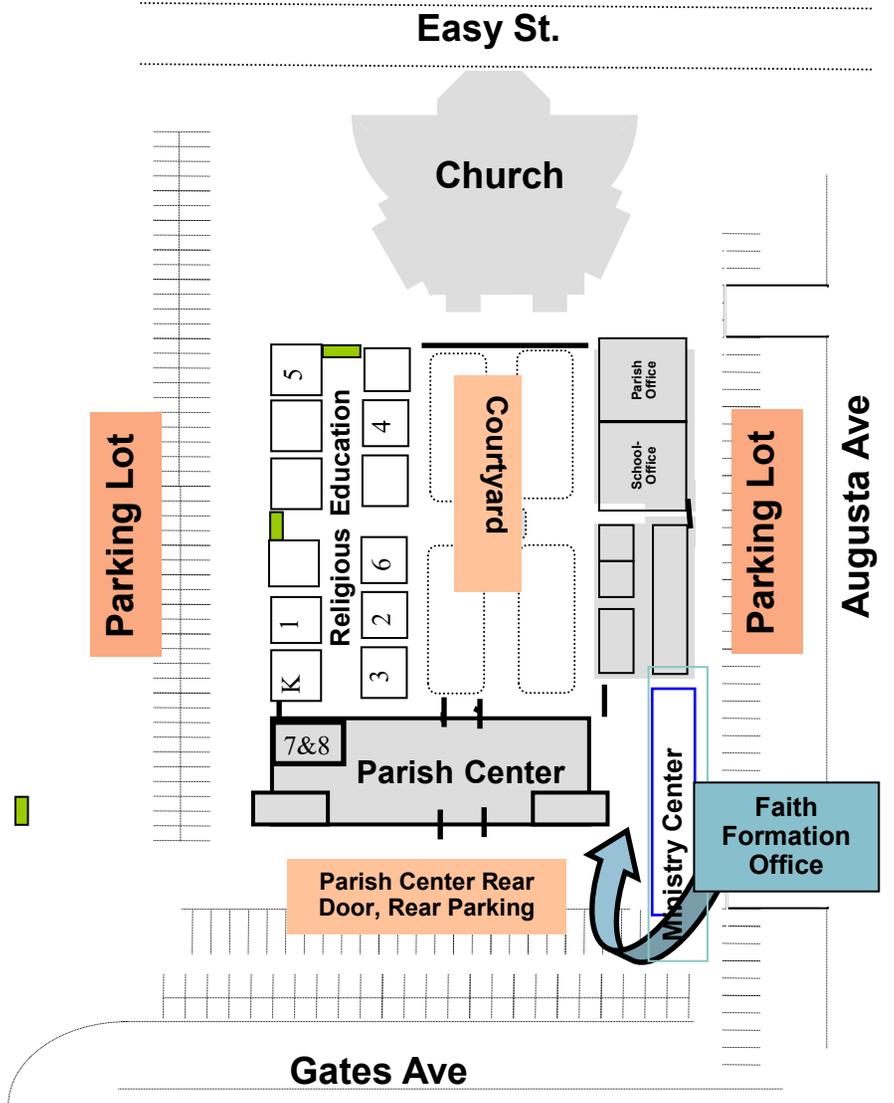
Our family has received and read the St. Charles PREP Faith Formation Handbook. We are aware of, understand, accept, and agree to follow the policies and procedures stated in this Handbook. We acknowledge that the Religious Education Director has the right to amend the Handbook during the school year as needed, and we agree to follow the policies and procedures added or amended. Our signatures below indicate our agreement and commitment to fulfill our obligations according to the requirements of the Handbook.

Parent/Guardian Signature: _____

Student Signature: _____

Date: _____

Campus Map—Park in Rear Lot and Enter Through Parish Center Rear Doors



Welcome!

Dear Families,

Welcome to the 2021-2022 St. Charles Borromeo Parish Religious Education Program (PREP) for Children’s Faith Formation, EDGE, LifeTeen Youth Ministry, RCIA, and Adult Education! The Parish Religious Education Program at St. Charles Borromeo Catholic Church, under the guidance of our Pastor, is intended to support parent(s) or legal guardian(s) in educating their children about the Catholic faith in accordance with the Deposit of Faith and the Magisterium of the Church, and in line with the mission and guidelines of the Diocese of Venice in Florida.

“Education in the faith by the parents should begin in the child’s earliest years. This already happens when family members help one another to grow in faith by the witness of a Christian life in keeping with the Gospel. Family catechesis precedes, accompanies, and enriches other forms of instruction in the faith. Parents have the mission of teaching their children to pray and to discover their vocation as children of God. The parish is the Eucharistic community and the heart of the liturgical life of Christian families; it is a privileged place for the catechesis of children and parents”. (CCC 2226).

When one professes the Catholic faith it must be with knowledge of what it means, in an age appropriate manner, to be Catholic. This is the information dimension of religious education. Religious education is both instruction in the truths of our faith and a guide to a way of life that leads to communion with God. While the parish tries to offer the very best forms of learning experiences, it is still the parent(s) or legal guardian(s) who are the most influential agents of catechesis for their children. The science of child development teaches us that children model themselves first and foremost on their parent(s) or legal guardian(s)!

Catholics believe it is important that each child learns about the love that God has for us, about the love parent(s) or legal guardian(s) have for God and others, and about how that is acted out in thought, word, and deed. Our loving homes are the first church of God and you as parent(s) or legal guardian(s) are the “first priests” for your children! Like ordained priests, we, as parent(s) or legal guardian(s), can only do our job well if we stay close to God. Therefore, *parent(s) or legal guardian(s) are asked to pray for and with their children, and to attend Mass weekly with their children in order to set an example and to help children form a deeper relationship with God.* It is our privilege to assist you in the religious education of your children with a dedicated team of catechists who volunteer their talent, time, and prayer to support your family. In compliance with the Diocese of Venice policies, all volunteers have been fingerprinted, background-checked, and have completed the Safe Environment training for children and vulnerable adults.

While we understand the pressures on busy families today, we ask all parent(s) or legal guardian(s) to try to help with our programs in some way. Please take time to complete our fingerprinting, Safe Environment training, and paperwork process so that you can help when your time permits. Call the Faith Formation office for details! May we dedicate this year to growing in our faith as members of the Catholic Church and continuing our journey toward knowing, loving, and serving God ever more fully.

God bless you!

About Our Programs

Our Faith Formation Programs here at St. Charles Borromeo Catholic Church strive to help children encounter Christ in an atmosphere filled with faith, love, fun, and compassion. We seek to collaborate with parent(s) or legal guardian(s), our parish community, and the Diocese of Venice, to pass on to children the authentic Gospel message so they may come to know, love, and serve God. All sessions consist of age-appropriate materials which comply with Diocesan curriculum requirements and the Catechism of the Catholic Church. Catechists are qualified, background-checked, safe environment trained, and receive ongoing faith formation training.

Pastoral Team

Rev. John Fitch, Pastoral Administrator

Rev. Philip Scheff, Parochial Vicar

Michael T. Barrett, Director of Religious Education

Judy Russell, Faith Formation Assistant

Office Hours: 9:00 AM-3:00 PM

Please call in advance for appointment. Evening/Weekend Appointments if needed.

E-mail: faithformation@stcbc.org

Mass Schedule

Daily Masses	Monday-Friday:	8:30 AM
	Saturday:	8:30 AM
Weekend Masses:	Saturday:	4:00 PM (Vigil)
	Sunday:	7:00 AM
		9:00 AM (Family Mass)
		11:00 AM (Adult Choir)
		1:00 PM (French/Creole)
		5:30 PM (Youth Mass)

Communications

The Faith Formation Office utilizes a variety of methods to communicate with parent(s) or legal guardian(s) and catechists including email, phone calls, text messaging and social media outlets. Please notify the Faith Formation Office of changes in mailing addresses, e-mail addresses, and telephone numbers. Please read the Church Bulletin weekly for important announcements and special events.

Catechists Always Needed

Catechists must be prayerful, practicing Catholics who adhere to the teachings of the Catechism of the Catholic Church and program policies. Catechists are people who feel called by God to teach the faith. No experience is required. Training and materials are provided. Most catechists teach in teams, making the lesson planning easier and allowing the option to miss a few sessions, when necessary. Every catechist must be willing to complete the Safe Environment fingerprints, training, and forms.

Parents Are Responsible to Help Children Do Memory Work at Home:

Kindergarten	Sign of the Cross, Grace before Meals, Our Father
First Grade	Review Gr. K, Guardian Angel, Our Father
Second Grade	Review Gr. 1, Hail Mary, Act of Contrition
Third Grade	Review Gr. 2, Glory Be, Apostle's Creed
Fourth Grade	Review Gr. 3, Prayer to St. Michael
Fifth Grade	Review Gr. 4, Hail Holy Queen
Sixth Grade	Review Gr. 5, Mysteries of the Rosary (Joyful, Sorrowful, Glorious, and Luminous)
Seventh Grade	Review Gr. 6, Memorare, The Gloria (from Mass)
Eighth Grade	Review Gr. 7, The Nicene Creed, Confiteor (both from Mass)
Ninth Grade	Grades 9-10, Memorize the Bishop's Study Guide available on parish web site (Sacraments > Confirmation)

Catechists are Responsible to Introduce Saints by Grade Level:

Kindergarten	Saints Overview, St. Charles Borromeo
First Grade	Review Gr. K, Guardian Angels/Archangels, Blessed Mother, St. Nicholas, St. Joseph, St. Valentine, St. Patrick, St. Francis and St. Clare of Assisi
Second Grade	Review Gr. 1, St. John the Baptist, St. Joan of Arc, St. George, St. Thomas (Apostle), St. Lucy, St. Agnes, St. John
Third Grade	Review Gr. 2, Mother Theresa, St. Bernadette, St. Juan Diego, St. Dymphna, St. Damien, St. Anthony Padua, St. Mary Magdalene
Fourth Grade	Review Gr. 3, St. Stephen (First Martyr), St. Marianne Cope, St. Frances Cabrini, St. Benedict, Sts. Peter & Paul, St. Kateri Tekakwitha, St. Therese of the Little Flower
Fifth Grade	Review Gr. 4, St. Martin de Porres, St. Maximilian Kolbe, Sts. Martha and Mary, St. Vincent de Paul, Blessed Padre Pio, St. John Vianney, St. Faustina
Sixth Grade	Review Gr. 5, St. Elizabeth Ann Seton, St. Charles Borromeo, St. Cecelia, St. Bridget of Sweden, St. Katherine Drexel, St. Thomas Becket, St. Jane Frances de Chantal
Seventh Grade	Review Gr. 6, St. John of the Cross, St. Theresa of Avila, St. Edith Stein, St. John Bosco, St. Alphonse Liguori, St. Julian of Norwich
Eighth Grade	Review Gr. 7, Archbishop Oscar Romero, Dorothy Day, Jean Donovan, St. Thomas Aquinas, St. Augustine, St. John Neumann, St. Catherine of Siena
Ninth Grade	Review Gr. 8, American Saints
Tenth Grade	Review Gr. 9, American Saints

Safe Environment Training for Parish Religious Education Students Diocese of Venice Requirement

As part of the Diocese of Venice's commitment to keep children safe, St. Charles Borromeo provides a required one-time session each year for students, to help them remain safe from sexual predators and/or abusive situations. Safe Environment training allows children to become aware of their own bodies in both the physical and spiritual sense. It provides them someone with whom they feel safe and who they can trust to properly respond to any problems they may be having. This instills in them the knowledge that they can receive help without feeling guilt or shame if they do tell. It is not the same program that is offered in the public school system, and **it is faith-based**.

Our one-hour Safe Environment program for children will be held in place of the regular Faith Formation sessions on a selected Sunday - see calendar. The students will be divided into four groups: grades K-2, grades 3-5, grades 6-8, and youth (grades 9-12). As members of this parish community, the staff and catechists serve as partners with parent(s) or legal guardian(s) in giving children information so they know how to tell someone if they are harmed, seduced, or in danger of being harmed and can assist in their own self-protection. By providing this training, together we minimize the risk of all child abuse, especially child sexual abuse.

This lesson includes the following:

- A goal, including expected learning outcomes
- An age-appropriate presentation
- Key vocabulary words and definitions that apply to the lesson
- Related activities and prayers

All of the components of the Safe Environment lesson plan are designed to help the students have a meaningful learning experience. Should you have any questions or concerns regarding this program or its contents, please feel free to contact the Faith Formation Office, at (941) 585-0668.

If your child misses the Safe Environment session, there will be a make-up session on a day that will be announced in advance. If your child also misses that session, Safe Environment materials will be mailed to the parent(s) or legal guardian(s) so they can provide training to their child at home.

All Parish volunteers ages 18 and up, who serve children or vulnerable adults must also complete fingerprinting, clearance forms, and Safe Environment Training **before** beginning their ministries. All parent(s) or legal guardian(s) are asked to complete this process so that they can volunteer when they feel called and able to assist.



Options for Religious Education

Pre-Kindergarten through 12th Grade Faith Formation

Young people in grades Pre-K through 12 will meet Christ in Scripture, prayer, Church teachings, service, community life, and sacraments. Students in grades Pre-K through 5 participate in our Sunday Morning Faith Formation Program, while students in grades 6 through 12 participate in our Sunday evening Youth Group.

Children's Liturgy of the Word

Children in Pre-K through Second Grade are dismissed during our 9:00 AM Sunday Mass, just before the Scripture readings, together with catechists, who help them hear and understand the Gospel through interactive learning. They return to their seats after the Creed. Parent(s) or legal guardian(s) and older siblings may assist.

RCIA for Children

This program is designed for children ages 8 through 18 who have not been baptized and/or for those who have been baptized but may have missed out on First Eucharist or Confirmation. Call the Faith Formation Office for details.

Sacramental Preparation

In the Diocese of Venice, preparation to receive the sacraments is a two year commitment for children and their families. Listed below are the guidelines and requirements to receive each sacrament. The attendance requirement for the reception of sacraments is a minimum of 70%. If attendance falls below the required level, please contact the Director of Religious Education for home study options.

First Reconciliation & First Eucharist

The First Reconciliation and First Eucharist program is provided, normally, during Grades 1 and 2 for children in our PREP Family Faith Formation program along with those who **attend a Diocesan Catholic School**. In the First Grade, the program simply involves attending regular Faith Formation sessions in the parish, or religion classes in the school. In Second Grade, special sacramental preparation sessions, including some with parent(s) or legal guardian(s), are provided.

Confirmation

Preparation for the Sacrament of Confirmation is also a two year process, beginning in Grade 9 and culminating in the reception of the sacrament at the end of Grade 10. Confirmation preparation sessions are provided in special sessions outside of Youth Group meetings, but attendance (and participation) at Youth Group is also required.

Youth Ministry

Open to High School Students (Grades 9-12), this program follows the LifeTeen model for youth group catechesis and offers teens an opportunity for spiritual growth through prayer, community service, leadership, team building activities, social functions, catechetical content, relevant topics, fellowship, friendship, and fun. We also hope to provide opportunities for teens to attend retreats and mission trips in the future!



Attendance/Dismissal

Regular attendance is important for a child's growth in knowledge of the Catholic faith and in his/her spiritual and moral development. Please ensure that your children arrive on time for each session, and make sure that you are punctual in arriving to sign out your children as well.

Parent(s) or legal guardian(s) of children in Grades PK through 5 are asked to sign their children in at the Parish Center. Students will then be escorted by their catechists to their appropriate grade level session. At the dismissal time, all children must be signed out by a parent or legal guardian (or other previously authorized individual) in the Parish Center as well.

While regular attendance is highly encouraged, if you know that your child will not be present, please call the Faith Formation Office at (941) 585-0668 or email faithformation@stcbc.org with your child's name and the date your child will be unable to attend their Faith Formation session.

Attendance at Sunday Mass

Weekly attendance at Sunday Mass is expected and essential for the spiritual growth of children and parent(s) or legal guardian(s) alike.

Admission Policy

We welcome all students into our Children's Faith Formation, EDGE, & LifeTeen programs regardless of race, sex, national origin, financial situation, or disabilities. Families who may have had "breaks" in their practice of faith will also be received with joy and respect. Simply put, we are glad you are here!

Students with Special Needs

If you have a child with special needs and you would like help forming him or her in faith, please contact the Faith Formation Office. We can discuss your child's needs with you and help determine the best options for integrating with our program or providing a customized learning plan that will suit your needs.

Faith Formation For Parents or Legal Guardians

During the course of our Parish Religious Education Program, we will be offering informal Faith Formation sessions for parent(s) or legal guardian(s). These sessions may include content from our online subscription to FORMED, special talks, Bible studies, and much more. One of the best examples we can set for our children is "walking the walk" or "talking the talk". When our children know that we are interested in our faith, and we have a vested interest in growing in our own relationships with Christ, they begin to model (or mimic) the behavior of their parent(s) or legal guardian(s) and desire to achieve their own individual relationship with Christ.

In addition to these additional faith formation opportunities, we will also offer parent or legal guardian formation during sacramental preparation, and other special times throughout the year. All of these opportunities will coincide with the children's programs to accommodate your individual family schedules. In addition, if interested, St. Charles Borromeo Catholic Church also offers a variety of Adult Faith Formation opportunities on other dates and times. Please see the bulletin for more details.

Arrival and Pick-up

Children's Faith Formation (Grades PK-5): Upon arrival, parent(s) or legal guardian(s) and children should enter through the rear doors of the Parish Center. Please take a moment to sign your child into their respective Children's Faith Formation session level and pick up any handouts provided. At this point your child can join the other children in the gathering space and you are free to leave. Remember, we are offering many different parent faith formation sessions during the year, so check the bulletin, and your handouts, for more information.

When our Children's Faith Formation sessions end, return to the Parish Center to sign your child out. Children in Grades PK-5 are only dismissed to the parent(s) or legal guardian(s) or a substitute whom parent(s) or legal guardian(s) have designated in writing on the "Parent/Guardian Consent to Release Minor to Third Party and Release of Liability/Agreement to Indemnity" form.

Middle School & High School Youth Group (Grades 6-12): Upon arrival teens should enter through the rear doors of the Parish Center and sign themselves in before Youth Group begins. Parents/Authorized Drivers can line up in their cars, (or come in) and pick up students at 8:30 PM under portico at the rear entrance to the Parish Center. Teens who drive themselves will go out to their own individual cars. Team members will monitor dismissal to ensure that students are safe and only leave with authorized drivers or as indicated on the "Parent/Guardian Consent to Release Minor to Third Party and Release of Liability/Agreement to Indemnity" form for their child.

If someone new, other than the parent(s) or legal guardian(s) or authorized Third Party Driver is to pick up a child of any age, this change must be given in writing to the Director of Religious Education prior to the session. If the parent(s) or legal guardian(s) are more than 5 minutes late the child will stay with a catechist and staff person until they are picked up. **Early Dismissal:** If a student needs to be dismissed early, the request should be given in writing by the parent(s) or legal guardian(s) to a staff person in the Faith Formation Office prior to the scheduled session.

Supervision

Children and Teens are supervised only when they are with Catechists in the Parish Center or classrooms during regular program hours. For student safety, parent(s) or legal guardian(s) should make sure their children do not arrive at the Family Faith Formation program until the official starting time and do not remain on parish grounds after official closing time. Child/Youth safety in the parking lot is the parent's or legal guardian's responsibility.

Unauthorized persons are not permitted to enter the Parish Center or school campus during any child or youth programs.

Custodial Rights of Parent(s) or Legal Guardian(s)

In the event that your child has non-custodial parents or legal guardians, please notify the Director of Religious Education in writing of the rights of the noncustodial parent or legal guardian as it pertains to the child's participation in the program, as well as instructions as to releasing the child from the program to the non-custodial parent or legal guardian. Legal documentation will be kept in the student's file. Also complete the required Diocesan form regarding Third Party Drivers.

Medical Condition of Students

Please make us aware at the beginning of each year of any special medical condition which could flare up in the session or which could affect the teaching/learning environment (e.g. allergies, asthma, auditory or visual impairment, possibility of seizures, learning disability, hyperactivity, attention deficit disorder, oppositional defiant disorder, etc.). Confidentiality regarding medical conditions will be strictly maintained, and limited to staff and relevant catechists.

Food/snacks are discouraged in the classrooms because some children may have medical restrictions or allergies to certain foods or ingredients. However, there may be times throughout the year during special events or on special occasions where other food may be provided. If your child has food allergies it is your responsibility to notify us in writing and monitor your child's choices of foods in any small or large group session.

Medical Emergency Information

Every student should have on file in the Faith Formation Office the **Medical Release of Liability and Indemnification** which contains the medical emergency release and other medical information.

Medication

No medication of any kind (including both prescription and over-the-counter) will be administered to, or taken by the student during the Parish Religious Education Program. If an exception has to be made, such as an Epi-pen, the parent(s) or legal guardian(s) must provide the medication along with a written request and directives to the Director of Religious Education.

Emergency Procedures

In the event of an extreme medical emergency (accident or illness) which is deemed to be life-threatening to a child, the Faith Formation Office will dial 911 to obtain immediate medical assistance and contact the child's parent(s) or legal guardian(s). Our programs follow school procedures for fire, lock-outs, and lock downs.



Registration Packets

Our Faith Formation Program is open to all children ages PK-12. If you wish to register your children in our Faith Formation program our forms are available online at www.stcharlespc.org (Ministries/Faith Formation), on "Registration Sunday", and upon request from the Faith Formation Office in person (in the Ministry Center) or via email at faithformation@stcbc.org.

Parish registration is required for participation in our program and to receive the Sacraments.

Parish registration forms can be found in the weekly bulletin and online at our website at www.stcharlespc.org.

Requirements for NEW students

1. Copy of Baptismal Certificate if your child was not baptized at St. Charles Parish.
2. Copy of Birth Certificate if not baptized.
3. Non-parishioners must provide a signed letter from their parish of registration granting permission to attend the Parish Religious Education Program at St. Charles.

Fees

\$100.00 per Student

\$175.00 per Family

Financial Aid will be provided for those with financial need.

Please call the Faith Formation Office for details

Policy of Session Cancellations - Days off

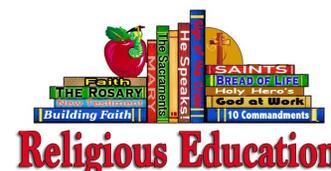
If the weather conditions in our area become dangerous due to hurricane or tornadic conditions, sessions will be cancelled. A cancellation message will also be placed at the top of the Faith Formation page of our web site and announcements will be sent via email and/or text messages. Please refer to the Parish Bulletin and Faith Formation Calendar for scheduled days off.

2021-22 Calendar of Sessions and Special Events

The Faith Formation Calendar is provided on the parish web site or can be emailed or snail mailed upon request. Call (941) 585-0668 or email faithformation@stcbc.org.

Sunday Family Faith Formation Schedule

9:00 AM	Family Mass - Church With Liturgy of the Word for Children
10:30AM - 12:00 PM	Faith Formation Sessions - Classrooms
5:30 PM - 6:30 PM	Youth Mass - Church
6:45 PM - 7:15 PM	Dinner for Youth Group (Grades 6-12) - Parish Center
7:15 PM - 8:30 PM	Youth Group Session - Parish Center



Behavior and Discipline Policy

We all share responsibility for nurturing in our children a sense of respect for their elders, for one another, for their church, and for parish property. Our catechists are volunteers who devote countless hours in preparing exemplary instructional plans and activities to help our students grow in their Catholic faith. They are entitled to enjoy the respect and cooperation expected of all students. Furthermore, each child in the program is entitled to enjoy an environment that is free of distraction and disruption, and conducive to wholesome learning.

The word discipline comes from the word, *disciple*. We strive for children to become followers of Jesus. Children are expected to act and dress according to Christian values. Our approach is to look at discipline as a positive experience.

Positive Behavior

- Respect for the catechists & catechist aides
- Respect for property and learning atmosphere
- Respect for others
- Respect for your self

Negative Behavior

- Interrupting the catechists, catechist aides, or fellow participants
- Inappropriate contributions to session discussions
- Making fun of others
- Ignoring the discussion or failing to cooperate
- Rude or insulting remarks
- Bullying
- Damaging property, desks, or equipment
- Habitual tardiness
- Possession of dangerous objects, tobacco, or controlled substances
- Leaving the premises without permission
- Name calling
- Verbal Harassment
- Vulgar language
- Hitting
- Teasing

Any behavior deemed to be disruptive or disrespectful will **NOT** be tolerated under any circumstances. Inappropriate behavior, lack of effort, rule-breaking, or poor attitude on the part of a student will result in the following offenses for negative behavior:

- First Offense: Verbal warning from the catechist.
- Second Offense: The child will be sent to the office of the Director of Religious Education in order to address, discuss, and resolve the issue.
- Third Offense: The Director of Religious Education will meet with the parent(s) or legal guardian(s) of the child to resolve the issue.

It is expected that the parent(s) or legal guardian(s) of the children within our program will reinforce the expected respectful behavior necessary for full participation in our sessions.

We reserve the right to remove a student from the group session:

- If it is believed that the student would benefit significantly from a one-on-one or smaller group situation
- If temporary removal is used as a disciplinary measure for serious and persistent disruptive behavior.

Bullying

Our Faith Formation Programs are committed to provide a safe and comfortable learning environment that respects Christian values and is free from harassment and bullying in any form. Please report any incidents or allegations of bullying to the Director of Religious Education.

Alcohol, Drugs, Weapons

Alcohol, drugs, and/or weapons of any kind are strictly prohibited during all children and adults in our Faith Formation sessions, Youth Group sessions, Holy Family Fellowship opportunities, and other Adult Faith Formation sessions.

Dress Code

Students are expected to dress modestly and appropriately for Church (shirts, tops or dresses with sleeves, only positive imprints, loose fitting pants that go up to the waist, shoes, not flip-flops, modest necklines and hemlines not to be above the knee. No sleeveless tops. No leggings. No see-through clothing).



Dress Code Expectations

Students may not wear items or markings which are offensive, suggestive, indecent, or associated with gangs; as identified by the Florida Gang Intent Act of 1990, nor wear items which encourage the use of drugs, tobacco/alcohol, violence, or weapons, or support discrimination on the basis of color, disability, national origin, marital status, race, religion, gender, or sexual orientation.

Violation of the dress code will result in students being sent to the Religious Education Office and a parent or legal guardian being contacted. Repeated offenses may constitute dismissal from the Faith Formation Program.

Electronics

Cell phones (or other similar electronic devices) ARE permitted, but must be placed on Silent or Vibrate mode for the entire session. **NO** text messaging, emailing, video watching, or gaming is permitted under any circumstances. Students who violate this policy will have their cell phones confiscated by their catechist.

What Children Should NOT Bring To PREP Sessions

Students should be reminded that it is **NOT** appropriate to bring the following to PREP Sessions: iPods, DVD/CD players, video games, other dangerous items or instruments, medicines, food, candy, gum, pocket knives, weapons, or beverages.

