

The Church of the Visitation
Religious Education

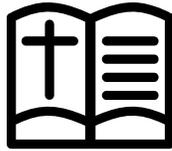
If we are to
reach real
peace, ...
we shall
have to
begin with
children.

Mahatma Gandhi



**Parent's
Handbook**

The Church of the Visitation
Religious Education
Mission Statement



Members of the Visitation School of Religion Staff are commissioned to give our students a sense of Jesus' personal love for each of them and an awareness that God is with them during times of crisis and trouble as well as times of joy and thanksgiving.

With love and enthusiasm we will instill and nurture in our students a knowledge and pride of our Catholic Faith, its Doctrines and Traditions and strive toward building a Catholic Family Unit that is a spiritually strong, participating component of our Parish Community

As practicing Catholics, we will bring the Gospel message to the children and encourage them to witness and live the Gospel in their daily lives.

**Sunday Classes are held at
Lake Riviera Middle School
9:15 AM until 10:30 AM**

**Weekday classes are held in
Visitation Rectory
at various times on
Monday, Tuesday, Wednesday, Thursday
4:30 to 5:30PM or 6:00 to 7:00 PM**

For emergency School Closings
please tune to:
**WOBM
92.7 FM or 101.5 FM
www. visitationchurch.com**
(if time allows, you will be notified by phone)

Phone Numbers

**R.E. Office: 732 477-5217
Main Office 732 477-0028 Ext 219
Email: nancy@visitationchurch.com**

PASTOR
Rev. Edward Blanchett
477-0028

Parochial Vicar
Rev. James O'Neill

DEACONS

Salvatore Vicari
Edward Fischer III
Richard Johnston
Nicola Stranieri

COORDINATOR OF RELIGIOUS EDUCATION
Mrs. Nancy Grodberg
732 477-5217

ASSISTANT to RELIGIOUS EDUCATION
Mrs. Dee DeTuro
732 477-5217

PARISH REGISTRATION

The family of a child attending Religious Education must be registered in the Parish. This may be done in the main office of the Rectory.

CHILDREN WITH SPECIAL NEEDS

Spiritually, no one is disabled unless they are deprived of the knowledge of Jesus.

Our Program offers a specific class for children with learning and/or physical disabilities.

Knowledge of any disability is vital to our Catechists teaching methods.

A child that is mainstreamed into any Religious Education class may need to be reminded to act appropriately, consequently, a parent or guardian may be requested to attend classes with their child to modify their behavior.

A child that requires any form of medication needs to be accompanied by their parent during class. The Religious Education Staff members are not medical professionals, thus not trained to handle medical or physical problems. At the instruction of the Diocese of Trenton and for the children's welfare, we ask that the parent or guardian remain in the classroom with their child.

ATTENDANCE POLICY

ABSENCES

- 1- A "Note of Absence" from a parent summarizing the reason for absence is necessary for re-admittance to class.
- 2- Since one missed class is equivalent of missing a week of classes in regular school, a written summary of the lesson(s) missed will ensure a student's advancement to the next level. Helping your Child with this short assignment will be a Bonding experience.
- 3- A syllabus of what lesson is to be completed on what date is available from the teachers. A calendar of days Religious Education is open and when it is closed has been distributed. Please use the calendar as a guide.
- 4- Students in the 3rd Grade and above are required to write a summary of at least 2 paragraphs describing what they learned from the lessons they completed at home while absent. This summary is their "pass" back into class. If not completed, the child will be requested to come to the office to do it.
- 5- Students from the 2nd Grade and under are required to complete the lesson at home before returning to class. No summary is needed.
- 6- A total of 3 unexcused absences throughout the year is cause for a child to be dropped from our rolls. If a child is in a Sacramental preparation year and is dropped from our rolls, the year must be repeated and does not apply as one of the two years.
- 7- Our program is an accumulative one. Each year, knowledge is added on to the previous years. No attendance for a year requires that a year must be made up.

* * * * Students are NOT to enter a classroom before a teacher arrives. They should remain in the hall until an adult is able to be with them.

LATENESS

Children need to be punctual. Following the first 3 weeks of classes, a list of students who are habitually late will be maintained. Excessive lateness will be cause for a student to be dropped from the Program rolls or placed into an alternative session.

SACRAMENTS

Two consecutive years of Religious Education is required in preparation for receiving the Sacraments of First Reconciliation and First Eucharist. 1st & 2nd grade as a usual course. Older children will require two years of their normal grade with additional sacramental teaching.

RECONCILIATION & EUCHARIST

Before receiving the Sacrament of Holy Eucharist a child must first be Baptized in the Catholic Faith. Christian Baptisms are recognized as valid Baptisms. To bring the child into the Catholic Faith a Liturgy of the Profession of Faith needs to be completed.

A copy of the child's Baptismal Certificate needs to be presented at the time of registration and prior to any Sacrament being celebrated.

One year of preparation takes place prior to the immediate formal preparation. This initial preparation year is the First Grade. The formal preparation year to receive the Sacrament of First Reconciliation and First Eucharist is in the Second Grade. A child attending Second Grade in public school that enters in to our Program will be placed in a First Grade preparation class to celebrate the Sacraments the following year.

The Sacrament of First Reconciliation must be celebrated prior to receiving the Sacrament of First Eucharist. The children are encouraged to celebrate these Sacraments as often as possible.

Children preparing to receive the Sacrament of First Reconciliation should know the proper way of addressing a Priest .

They should be able to say, confidently and correctly:

- * The Sign of the Cross, The Hail Mary, The Our Father,
- * The Glory Be and The Act of Contrition.

They should know:

- ◆ God, as the Father, Son and Holy Spirit.
- ◆ Prayer is the response to God's love.
- ◆ The 2 Great Commandments: a) Love God and b) Love others.
- ◆ That sin is a refusal to love God, others and ourselves.
- ◆ That God is always ready to forgive.

CONFIRMATION

Our Religious Education Program is accumulative. For a student to Receive the Sacrament of Confirmation, they must attend each year from First Grade thru Eighth Grade.

A student entering Visitation Religious Education Program in the 7th Grade of public school will celebrate the Sacrament of Confirmation in the 8th Grade providing all requirements are met.

Students that enter into Visitation Religious Education Program in the 8th Grade of public school will be placed in a 7th grade class for initial preparation instructions and celebrate the Sacrament the following year.

Attendance at religious education classes for a year prior to attending Visitation Religious Education Program must have been specific preparation for the Sacrament of Confirmation. Transfer information must be provided at the time of registering.

Church Law states that the Sacraments of First Reconciliation and First Eucharist must be received prior to the Celebration of Confirmation.

Candidates are required :

- ◆ To attend Religious instructions, all Liturgies and Retreats.
- ◆ Attend weekly Mass
- ◆ Complete a minimum of 20 hours of a service commitment in the 7th Grade and 20 hours in the 8th Grade.
- ◆ Provide all information regarding sponsors, Saint's names and fees to the Confirmation Staff at the time requested.
- ◆ To know and be able to say confidently and correctly;

1-The Sign of the Cross

2-The Our Father

3-The Hail Mary

4-The Glory Be To The Father

5-The Act of Contrition

6-The Seven Precepts (Laws) of the Church

7-The Nicene Creed

Confirmation cont.

The quality of the Candidate's Service Projects, their spiritual growth and community concerns will be considered as well as their academic preparedness. If it is determined that a Candidate is not fully prepared, (not enough Service hours completed, less than 75% attendance of class, no Retreat attendance, poor prayer knowledge or poor church attendance) the celebration of the Sacrament of Confirmation may be delayed until such time that readiness is evident. This decision will be reached by the Pastor, the Coordinator of Religious Education, the student's teacher with input from the student's parents.

DISMISSAL

Students will leave the building at the time designated and through the appropriate exit.

Parents are NOT allowed to enter the building without specific permission.

SPECIAL NEEDS, PRE K & K. DISMISSAL POLICY

Parents of Special Needs Students, are permitted to meet their children.

GENERAL DISMISSAL POLICY

All Sunday classes will be dismissed at 10:30AM

. Weekday classes at their designated time

Staff members are asked to meet their children in the CCD Office in Lake Riviera Middle School. Ask the children's teacher to bring them to meet you in the office rather than meet outside a classroom.

NO EARLY DISMISSAL IS ALLOWED. If you know your student will need to leave before the designated time, please keep the child at home and follow the procedure as if he/she were absent for sickness. Teachers have approximately one hour with their class. Someone entering and leaving the classroom is a disruption and time that can not be recovered.

If you have an emergency, please call the public phone in Lake Riviera Middle School at 477-9705 on Sunday or the Religious Education Office number 477-5217 during weekday classes.

NO student will be allowed to leave the property, either at the Rectory during the week or at Lake Riviera Middle School on Sunday, without being in the hands of an adult, either their parent or their Religious Education Catechist.

DISCIPLINE

A classroom discipline problem will be addressed within the classroom first. If that is ineffective, a report will be made to the chairperson of the grade. The parents will also be informed that a problem exists.

If there is no marked improvement after the parents are informed, they will be requested to attend classes with their child until the behavior is corrected.

As a solution to an ongoing discipline problem, after the parents have attended the class with their child and there is still no improvement, the parents will be asked to remove the student from our program.

We “use” the classrooms at Lake Riviera Middle School. There is never a reason that anything should be touched. A student will be held responsible— morally and financially— if something is damaged.

DRESS CODE

No shorts belly shirts, low riders, torn clothes, pajamas, obscene saying or pants hanging below the waistline should be worn to class or into the Church. The student will be asked to call and have a parent bring a change of clothes or be picked up and taken home resulting in day of absence.

FOR THE SAFETY OF THE CHILDREN

FOR THEIR SAFETY, NO STUDENT (*PRE K THRU 8TH GRADE*) IS TO ENTER INTO THE PARKING LOT ALONE. AN ADULT MUST LEAVE THEIR CAR AND COME TO THEM SO THEY HAVE NO DOUBT ABOUT YOUR LOVE FOR THEM. NO CHILD SHOULD BE LEFT UNSUPERVISED

NEW REGISTRATION

and

RE-REGISTRATION

- 1- **NEW** registration; Please use a "gold form" available in the Rectory Religious Education (CCD) office. A copy of the student's Baptismal Certificate is needed when registering a new student.
- 2- **Re**-Registration forms are mailed to your residence in the latter part of March for the next school year. Re-registrations are returnable on the date indicated. There is an additional fee after the indicated due date.
- 3- If a new student in the family is entering our Program, a "gold form" should be requested, completed and returned with the re-registration form.
- 4- The computer program automatically "promotes" children that are re-registered for the coming year and deletes those who are "inactive" or not re-registered. Re-registration forms need to be returned to the Religious Education (CCD) office by the end of June. Following Confirmation, all student information is entered in the Religious Education Computer program and the Parish Register.
- 5- After the designated date in August, no further Re-registrations will be accepted.
- 6- New students are welcome to enter into the Program at any time.
- 7- If a financial hardship exists please contact the Religious Education Office in the Rectory 732 477-5217. Payment arrangements can be made.

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