

# PARENT GUIDELINES – 2005-06

## ELEMENTARY RELIGIOUS EDUCATION

### FAITH FORMATION FAMILY GOALS:

1. Weekly celebration of the Mass with the parish family
2. Regular family prayer in the home
3. Regular family participation in Religious Education
4. Ongoing family service of peace and justice in the world

### EXPECTATIONS – CHILDREN:

1. **Children arrive early!** – Religious Education sessions begin promptly at 4:30 and 6:30 p.m. Have children attend to bathroom needs, drinks, coats, before entering the atrium.
2. **Children remain in the atrium** unless under supervision elsewhere by a catechist/assistant or another designated parent.

### EXPECTATIONS – PARENTS:

1. Parents are asked to **remain in the parking lot** until their child has entered the building.
2. Parents and/or older siblings of 1<sup>st</sup> through 3<sup>rd</sup> grade students are **expected to pick up their students at the child's room** for the following reasons:
  - a. for the **safety** of the child
  - b. to **keep in touch** with catechists and/or assistants
  - c. to **get parent information** (bulletins, announcements, schedules, etc)
  - d. to **better know your Religious Ed Supporters:**(catechists/assistants/staff/children)
3. Parents are **invited to observe** what is happening in their child's atrium. Each atrium has a special "guest chair" provided for parent observation. The children welcome your presence any time. Stay as long as you like. Simply let the catechist know you are there.
4. Parents are welcome to the "**Parent Drop-In**" during the 6:30 Religious Ed sessions. This is an informal gathering around a table in the hall near the cry room. Dick and Linda Stewart are there to facilitate discussion and provide tasty snacks.

### INFORMATION:

1. **Religious Education Tuition** for each child is \$40. Non-parishioner tuition is \$75 per child. Tuition is waived for the children of catechists as well as for assistant catechists. No child will be turned away because of an inability to pay the tuition. Simply talk with Jan if there are any unusual financial circumstances in your family. This is kept strictly confidential.
2. **Communications for Parents:**
  - a. **Class schedule** – Given out at registration. Please circle all religious education sessions on your family calendar. We follow this schedule very closely. You will be notified of any necessary unexpected changes.
  - b. **Monthly Summary**– This is a brief summary of the presentations given to the children. It comes home the first session of the month. This can be an aid for discussion of what occurred in class, and it has a follow-up activity that can be done at home.
  - c. **At Home With Our Faith** – This is a 4-page monthly paper nurturing the spirituality of family life. It is sent home the second session of the month.



OVER

## **PARENT GUIDELINES CONTINUED...**

### **REGARDING DISCIPLINE:**

The Catechesis of the Good Shepherd has helped us simplify our discipline policy at St. Mary's considerably. Our policy is **simply to continue inviting the child back into the work**. Should a child persist with a disruptive attitude, however, parents will be notified.

### **BACKGROUND CHECKS:**

Background checks are **now required** by the Archdiocese for all volunteers working directly with children. You will be asked to update these checks every few years.

### **ILLNESSES:**

If you are in doubt about whether your child ought to stay home because of illness, please be respectful of the staff, catechists, assistants, and other children. We prefer to not be exposed to every virus that is going around!

### **WINTER WEATHER CLOSING:**

In the event of bad winter weather, snow storms as well as dangerous driving because of snow and ice during rush hour, we will cancel Religious Ed. classes. We do not post closings on any of the TV stations or radio. We have tried this and found it unsuccessful in the past. You will receive a phone call from someone letting you know classes have been cancelled. We will also send out an e-mail **in addition to** the phone call if we have time. You can call the church after regular office hours using this phone number – 763-545-1444 – this bypasses the answering machine. Please allow the phone to ring until someone picks it up. Sometimes it takes 10-12 rings!! Please be respectful of using this number. If driving conditions are such that you are not comfortable driving, please stay home!!

### **FIRE EMERGENCY:**

In the event of a fire in the building, all catechists and assistant catechists have been instructed as to which doors to use to exit the building with the children. Should a fire evacuation be in progress when you arrive to pick up your children or any other time you are both in the building but separated, **DO NOT** go into the building to look for your child. There are many exits to the outside on all four sides of the building – several you probably are not aware of. Walk outside around the church to look for your child. Your child will be with their catechist and assistants at the outside door closest to their classroom.

### **TORNADO EMERGENCY:**

In the event of an actual tornado, the children will be moved to the interior of the building away from glass as much as possible. They will not be in the church or gym or classrooms. We have several very safe places to be tucked away in where there are strong reinforced walls and no windows or glass. Many of the children will be moved downstairs where a portion of the education wing is in the ground.

We will take every precaution possible to take care of your children in the event of a fire, weather emergency, or other unknown emergency, trusting that God will watch over us and care for us!

### **QUESTIONS, SUGGESTIONS OR CONCERNS:**

Please direct your questions, suggestions or concerns to:

**Jan Kelly** – Religious Education Coordinator

**Cy Speltz** – Associate Coordinator

**Mary Schiebe** – Assistant Coordinator and Level III Lead Catechist (grades 4-6)

**Jana Lowenstein** – Level II Lead Catechist (grades 1-3)

We can be reached Monday through Thursday 9 a.m. - 4:30 p.m. or Friday 9 a.m. -3:30 p.m.

By phone – 763-545-1443

By e-mail – [janstmarys@yahoo.com](mailto:janstmarys@yahoo.com)