

Religious Education Program



2016 - 2017 Family Guide

Saint Louis Catholic Church
7270 SW 120th Street
Pinecrest, FL 33156
305- 238-7562, ext. 1500
www.stlcatholic.org

Pastor
Rev. Fr. Paul Vuturo

Parochial Vicars
Rev. Fr. Michael Garcia
Rev. Fr. Henrick Jose

Religious Education Staff
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Arrivals/Prayer & Worship Time: With the exception of the first day of class, all students will assemble in the church. Please park, walk student(s) to the church, sign them in, and wait for the teacher or assistant to arrive. Parents are welcome to join us for prayer and enjoy the children's Gospel and Saint presentations.

Attendance: Each student is allowed no more than 5 absences per year in order to be promoted to the next level. Please contact the office should your child miss more than 5 classes.

Authorization Pick-Up Cards: Parents will be given an authorization pick-up card when they drop off their child(ren) on the first day of class. This card **MUST** be displayed in order to pick up the student for the remainder of the year. **NO STUDENT WILL BE RELEASED WITHOUT THIS CARD.** Anyone without the pick-up card must go to the CCD office and show a photo ID to verify authorization.

Cell Phones: Students may not use cell phones during Religious Education classes. Phones should be turned off prior to arrival. Cell phones of students who do not comply with this policy will be removed, and a parent will be required to retrieve the phone. Students may use the office phone if necessary for emergency purposes, and parents may contact the office in case of emergency.

Communication: Please be sure that your contact information is up to date in our records. If you have had any changes in your contact information since registration, please contact our office as soon as possible at ccd@stlcatholic.org. Our primary means of communicating with parents is via email. Please check your email regularly for Religious Ed. news and updates.

Curriculum: Our faith formation program is **Finding God** by Loyola Press. Please visit their website www.FindingGod.org for the scope and sequence of the curriculum and other valuable information.

Dismissal: Students will be dismissed from their classrooms inside the Covenant School and only to an authorized adult. Authorized adults must display their Authorization Pick-Up Card and sign their initials next to their child's name on the Attendance Log. After 10 minutes of dismissal, any remaining students will be taken to the CCD office. For the safety of our students, please park in the parking lot. Do not park in the circular driveway or in front of the Covenant School or Fellowship Center. Please supervise your children as you walk them to your parked car.

Early Release/Late Arrivals: Early release and/or late arrivals are strongly discouraged. Early departures and/or late arrivals may be counted as absences.

Emergency Closings: In case of weather related emergencies such as tropical storms or hurricanes, our program follows Miami Dade County Public Schools decisions regarding emergency closings. Parents should listen to broadcasts and keep their children home on days when the local public schools are closed.

First Communion: Parents of students in their second year of First Communion preparation are required to attend the following: two mandatory parent meetings (for parents only), First Reconciliation, the Enrollment Ceremony, and the parent/student First Communion Retreat. Dates and times of these mandatory events are available at: <http://stlcatholic.org/sacraments/first-communion/>.

Mass Attendance: Sunday Mass attendance is an essential part of your child's Religious Education. Therefore, weekly Sunday Mass attendance is required. Students and their families may attend any Mass. Students in grades 1 through 5 are invited to participate in the Children's Liturgy of the Word at the 9:30 AM, 11 AM and 7:15 PM Masses. No registration is necessary.

Punctuality: Please arrive on time as class starts promptly at the scheduled time. Late arrivals are disruptive. We also ask that you please pick up your children on time. We do not have volunteers or staff members available after hours.

Shared Prayer: The Religious Education staff prays regularly for our students, teachers, all those who assist us, and their entire families. Should you have a special need or prayer request please submit it to the office and we will gladly include it in our prayers.

Student Conduct: All students are expected to show respect for others at all times and follow program and classroom rules, policies, and procedures. In addition, bullying is strictly prohibited and will not be tolerated. Parents will be asked to accompany a child that is continually disruptive.

Volunteers: We are always in need of volunteers. Anyone interested in volunteering may contact our office at 305-238-7562 (ext. 1500) or by email at ccd@stlcatholic.org. As mandated by the Archdiocese of Miami all adult volunteers (18 and over) **MUST** submit to a background check, sign and uphold the Volunteer Pledge to Promote a Safe Environment, and complete and maintain Virtus training. There is no cost to you to complete these requirements.

Archdiocesan Policies: The religious education program adheres to all Archdiocesan policies including those regarding Custody Issues, Creating and Maintaining a Safe Environment for Children and Vulnerable Adults, Reporting Abuse, Harassment, and Bullying.

Right to Amend: Since situations can arise that were not foreseen at the time of writing these guidelines, the St. Louis Religious Education program reserves the right to initiate, change, or modify the policies as needed. Parents and students will be notified of any amendments.