

# *Faith Formation Program*



## *Parent / Student Handbook*



# **Our Lady of the Visitation Faith Formation Program For Elementary and Middle School**

The Faith Formation Program of Our Lady of the Visitation Parish Community is designed to be an eight year program of on-going Faith development for students in our community from first to eighth grade who attend the Paramus public schools. It is designed to be a co-operative program of family and parish community.

## **Mission Statement**

This Ministry of Catechesis requires that we carefully instruct the students in our charge to be good stewards/disciples by learning and understanding how to:

- Proclaim the Christian Message by knowing, loving and living the Life of Jesus as found in the Sacred Scriptures and the basic teachings of the Church.
- Build Community - to know about and actively participate in the life of the community here at Our Lady of the Visitation as well as the worldwide Church.
- Worship and Pray - to know, understand and participate in the worship life of the Family, Community and Parish, as well as building a strong personal prayer life.
- Serve and to help others to serve. To know and live out the care and concern shown by Our Lord and Savior Jesus Christ as reflected in the Gospels, the Corporal/Spiritual Works of Mercy, and the Church's apostolic mission.

## **Program Information**

Children are required to attend CCD for all of their elementary school grades. Children will be required to make up any year of missed CCD before being eligible for a sacramental grade.

If a student misses more than four classes in an academic year, they will only be eligible for promotion to the next grade after they are tested and meet grade level satisfaction. Special arrangements can be made for a child with prolonged illness.

### **Sunday Class Time:**

Grades 1 - 8

9:00am - 10:15am

Followed by 10:30am Mass

## **Spiritual Life**

It is expected that every child who is preparing for or has made his/her First Communion will attend Mass regularly. Mass is celebrated Saturday 5:00 pm, Sunday 8:30 am, 10:30 am, and 12:00 pm.

### **Attendance:**

It is important that parents call the Faith Formation Office at **(201) 265-3812** when their child is going to be absent. When calling please give the child's first & last name, date of absence, grade, and the teacher's name.

### **Sacramental Preparation:**

Children will not automatically become candidates for First Communion, First Reconciliation, or Confirmation simply because they are in the appropriate grade level. Only students who have had a history of continuous attendance and have acceptable knowledge of each grade level in CCD will be eligible.

**Parent's Meetings:**

Parents of children in all grade levels are expected to participate in the "Family Orientation" on the first day of the school year.

**Homework:**

The aim of our CCD program is to assist you in your responsibility to help your children to know God and the kind of life He offers them. Please read each lesson. This will reassure your child that their faith development is important to you.

**Testing:**

Periodic testing is given for grades 1-8.

Students must have a satisfactory knowledge of the material presented in their grade in order to be promoted to the next grade level.

**Progress Reports:**

Students' progress reports will be distributed twice per year, as indicated on the yearly calendar. Areas of evaluation include knowledge of material and conduct.

## **Disruptive Behavior Will Not Be Tolerated**

### **Discipline Procedure for all Grades:**

First, the catechist will speak to your child and give a warning.

Second, the catechist will speak to the parent about the unacceptable behavior.

Third, if the unacceptable behavior continues, the child will be removed from class.

Finally, if the unacceptable behavior has not changed, parent will be asked to sit in class to curb behavior. Parent will need to take the "Protecting God's Children" (PGC) training and pass a background check before sitting in class.

### **Memorandum of Understanding:**

Grades 1 – 4

Must be signed by a parent or guardian.

Grades 5 – 8

Must be signed by the student as well as a parent or guardian.

### **Bullying:**

Bullying behavior will not be tolerated. Any child caught bullying will be removed from the class. The child's return to class will depend on the Pastor, D.R.E and parent input.

## **Policy and Regulations:**

### **Cell Phones**

Cell phone use is not permitted during class. It must be turned off upon arrival and kept in a backpack or pocket until dismissal.

If a child is caught using their phone during class without permission it will be taken away until the end of class. If this behavior is repeated the child will no longer be allowed to bring their phones to class with them.

### **Web Site Information:**

Go to [olvparamus.org](http://olvparamus.org), Faith Formation for all printable forms including CCD Calendar, Registration Form and Parent/Student Handbook.





