

***Our Lady of the Visitation  
Faith Formation Program***



***Parent / Student Handbook***

## **Our Lady of the Visitation Parish Faith Formation Program**

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 public school. It is designed to be a co-operative program of a 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 receive formal Faith Formation for all of their elementary school grades. Children will be required to make up any year of missed Faith Formation 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 Holy Communion will attend Mass weekly.

### **Mass Schedule**

Saturday 5:00 pm

Sunday 8:30 am, 10:30 am, and 12:00 pm

### **Attendance:**

Children are expected to attend class and mass weekly. We understand sometime they will be out and it is important that parents email their child's Catechist and/or the DRE when their child is going to be absent. When emailing please give the child's first & last name, date and reason of absence, grade, and the Catechist'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 Faith Formation will be eligible.

**Homework:**

The aim of our Faith Formation program is to assist you in your responsibility to help your children to know God and the kind of life He offers them. Each chapter has three Take Home pages for Parents and Guardians to read with their Children to help them prepare for the week's lesson with their Catechist. This will reassure your child that their faith development is important to you and strengthen their foundation through Family engagement.

**Empowering God's Children**

Each chapter of the student's textbook has a two page Family Life Connection section for Parents and Guardians to read and complete along with their children. This section will help Families practice strategies for effective communication, maintaining a safe environment, and building healthy relationships.

**Progress/Assessments/Quizzes:**

Faith Formation is not a pass or fail. In addition to their, attendance, preparedness, and participation Catechists will base your child's success on on how much they retain and how well they understand the lessons.

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

Catechist may give quizzes to help assess their student's needs.

If the Catechist has any concerns for your child, they will reach out to you directly to discuss and come up with the best plan to help your child be successful.

If you have any concerns, please contact your child's Catechist or the DRE to discuss.

**Special Needs:**

Please let your child's Catechist know if your child has an IEP or 504 and any accommodations they may need. All information will be kept confidential.

**Class Preparedness:**

Children should come to class prepared with a covered textbook, folder, pencil, and any other supplies requested by their Catechist. Name and grade should be written on the front cover and inside cover of textbooks in case they are misplaced. A fee of \$25. is charged for replacement textbooks.

**Allergies/Other Health:**

If your child has any allergies please complete the FARE form and return it to the Catechist right away. If there are any other health conditions that may affect your child during class please let their Catechist know. All information shared with us will be kept confidential.

**Food/Beverage:**

Students are allowed to bring a reusable, spill-proof water bottle to class. Must have a resealable lid that remains on when not drinking.

Due to allergies, we request that no peanut-based food be brought into class.

Please avoid consuming any peanut-based food before class, as some allergies are more severe than others. Even just the scent could cause a reaction for someone.

Allergies will be taken into account for any class parties.

**Drop Off:**

All students need to arrive by 8:50am, class starts at 9:00am sharp.

The children will meet with their class and Catechist in the school gym and walk to their classroom together.

Speed limit is 5mph in the parking lot.

Children can be dropped off by driving up to the school building and must exit the vehicle on the passenger side only.

Walk on the sidewalk to the main entrance of the school, with the steps in front.

Please pull forward as far up as possible to prevent the drop off line from backing up onto Farview Ave.

The drop off line must wrap around the perimeter of the parking lot, not up the driveway hill onto Farview Ave.

**Dismissal:**

Catechist will begin dismissing students at 10:15am to a parent or guardian.

Parents, please park and walk over to the school to meet your children to walk up to the Church together for the 10:30am Mass.

Children will not be permitted to walk home without a parent or guardian.

Children can't walk across the parking lot unsupervised for their safety as there will be incoming traffic for the 10:30am mass.

**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.

## **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, a 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.

### **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 a meeting to discuss the situation with the Pastor, DRE, and parent.

### **Inappropriate Behavior:**

Inappropriate behavior includes, but is not limited to the following...

- Disrespecting any student or adult.
- Taking or touching other person's belonging without permission.
- Inability to keep their hands and feet to themselves.
- Foul language as deemed by the Catechist and DRE.
- Constant outbursts, leaving their seat, and/or the classroom.



**OLV Faith Formation**

**Contact Information:**

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