

PARENT HANDBOOK



SAINT COLUMBAN CATHOLIC Church

Children's Ministry (Grades K-5)
Youth Ministry Catechism (Grades 6-12)

This book belongs to

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ST. COLUMBAN RELIGIOUS EDUCATION PROGRAM
506 1ST ST. S. ~ YELM, WA 98597 ~ 360-458-3031

Dear Parents and Guardians,

We are happy that you have enrolled your children in our Religious Education program for this year. This booklet is the Policy Handbook for our Children's and Youth Programs. It contains all the needed procedures to ensure the safety of your child while under our care each week.

EXPECTATIONS OF PARENTS: Passing on the faith to your children is one of your most treasured responsibilities. As parents, you are the first and most important teachers of your children. Your children will follow what you do and learn the values that are important to you. How you live out your relationship with Jesus Christ and your participation within our faith community will also be followed by your children. We trust that attending Mass each Sunday is very central to your family life.

Our expectation is that you will participate in an active way in your child's faith formation. Please see page 7 in this handbook to discover or review your role in the program.

TEACHERS a.k.a. CATECHISTS: This program is conducted by adult volunteers—such as yourself. Each one has a sincere interest in learning more about their own faith. They attend workshops, classes, and they volunteer their time to plan creative lessons that are interesting to the children. We ask that you give your best effort to support the teachers as they have only a short period of formal instruction each week with the children.

Please read over this booklet and keep it for future reference. We look forward to working with your family this year.

May Jesus, the Teacher of children, be our guide.

Cathy Pinick
Pastoral Assistant for Faith Formation
September 2017 & 2018

FAITH FORMATION PROGRAMS

The Faith Formation program is offered for registered parishoners of both St. Columban Parish and St. Peter Mission and is held at the St. Columban Education Center. The program provides an opportunity for children and youth to learn about their Catholic faith and to grow in their relationship with Jesus Christ through study, prayer, and community service.

The learning standards, developed by the Archdiocese of Seattle, are built upon the four pillars of the *Catechism of the Catholic Church*. Recent revisions (2014) place an intentional focus on all dimension of faith formation: Knowledge of the Faith, Liturgical Life, Moral Formation, Prayer, Community, and Mission. The Standards are comprehensive and progressive.

Combined with the love and guidance of dedicated volunteer catechists, the children and youth learn to *See* as Catholics, *Celebrate* as Catholics, and *Live* as Catholics.

Education Classes

Children's Ministry

Grades K thru 5

Sundays, beginning in September | 9AM – 10:15 AM
in the Education Center

Catholic Youth Ministry

Grades 6-12

Most up-to-date information may be found on our website:
www.saintcolumbanyelm/ym

R.C.I.A. ~ Inquiry Classes (Rite of Christian Initiation of Adults)

Tuesdays, beginning in September after Labor Day weekend.

Call parish office for the most up-to-date information.

R.C.I.A. Adapted for Children | Youth (to age 16)

Sundays, beginning in September | TBA in the Education Center

+++SACRAMENTAL CELEBRATIONS+++

First Reconciliation ~ During Advent

Confirmation ~ Before Lent during Second Year | TBA

Rite of Christian Initiation of Adults | Children ~ Easter Vigil

First Communion ~ 3rd Sunday in May at the 10:30 AM Mass

+++SACRAMENTS+++

BAPTISM

Please call the parish office to arrange for baptism. 360-458-3031. If you have a school-age child to prepare for the Sacrament of Baptism, please inform the registrar at registration time or call the religious education office at 360-458-2360, extension 3. (Mon-Thurs 9-2pm)

FIRST RECONCILIATION & FIRST EUCHARIST

The Sacrament of Reconciliation is normally first celebrated prior to the reception of the child's First Communion. Catechesis for these two sacraments begins in the first grade or the year prior to the celebration of First Communion. Preparation to receive these sacraments normally takes place in the second grade.

Children beyond the second grade level who have not prepared for these two sacraments, may register to be included in a sacramental preparation class. Please notify the registrar at the time of registration.

****Sacramental preparation begins
the first week of classes each year. ****

CONFIRMATION – YOUTH

Presently in the Archdiocese of Seattle a candidate for Confirmation must be in their junior year of high school or at least 16 years of age at the time of the Confirmation celebration. Normally Confirmation is celebrated every two years at St. Columban. The Sacrament of Confirmation will be celebrated prior to Ash Wednesday in 2019 and again in 2021.

Confirmation preparation at St. Columban is a **two year** program. Those seeking to be confirmation should be attending all Youth Ministry events, attending a Catholic High School or be taking an approved home school religious curriculum, thus fulfilling the *pre-requisite* that youth come to the Confirmation class *already "formed"* in the Catholic faith.

R.C.I.A. – THE RITE OF CHRISTIAN INITIATION OF ADULTS

This class is offered for non-Catholics who are interested in the Catholic faith and for Catholics who never received their First Communion or Confirmation. A new class begins every September. Please contact the priest for more information.

R.C.I.A. Adapted for Children—See Baptism above.

REGISTRATION INFORMATION

REGISTRATION and ELIGIBILITY

Classes are available for registered parishioners of St. Columban Parish and St. Peter Mission. Registration Forms may be downloaded from the parish website. www.saintcolumbanyelm.org

TUITION and FEES

To help offset the total cost of our programs minimal tuition and fees are needed.

TUITION for 2017-2018

One student	\$ 50.00
Two students	\$ 75.00
Three or more per family.....	\$ 100.00

ADDITIONAL FEES

Sacramental Preparation Fees

First Reconciliation & First Communion ~ \$20.00 per student

Confirmation ~ \$30.00 per student

These fees offset the additional cost to prepare the children.

+++ Retreats and Youth Ministry activities +++
are in addition to tuition

Looking Ahead! - TUITION

If it becomes necessary to alter the tuition or fee schedule for the following school year, these changes will be noted on registration correspondence which is mailed home in the spring and on the new Registration Forms.

EVERY CHILD SHOULD HAVE THE OPPORTUNITY TO MEET JESUS! As in the past, no student will be turned away, where there is undue hardship on the family's finances. Please call the religious education office to inquire about financial assistance. Tuition may also be paid in two or more installments.

PROCEDURES and POLICIES

PLEASE USE THE SIDEWALKS WHENEVER POSSIBLE.

ARRIVAL at Education Center

Please drive carefully and slowly when you arrive and depart. Arrive 10 minutes early and park away from the Education Center entrance. Walk your children to their class where they are to remain until dismissal time.

K-5 Classes begin at 9:00 AM and end at 10:15 AM on Sundays.

6-12 Youth Ministry catechism meetings begin with the 10:30 Mass and end at 1:15 PM in the Education Center on Sundays. Contact the Youth Minister if your family attends a different Mass.

Select Wednesday Youth Nights will typically begin at 6:30 PM. See bulletin and schedule for times and details.

DEPARTURE Instructions

Kindergarten, First, Second, and Third Graders must be picked up in their classroom by a parent or a designated older sibling.

Fourth and Fifth graders: These older students must wait in the classroom until a parent picks them up **UNLESS** the parents or legal guardians write a note requesting that these older students meet them at the car, the parish hall or in the church. Please list the name of each child given this permission. Letters will be kept in the attendance folders.

If a sibling or different adult will be picking up your child, parents or guardians must write a note to each teacher with this instruction. The teachers will keep a copy of your note in their attendance folders.

ATTENDANCE: Regular attendance facilitates continuity in learning. Attendance is taken within the first 10 minutes of class.

EMERGENCY FORMS: Emergency release information is kept on file for each student. Please help us keep your family emergency plan current by updating at least every two years or more frequently, as needed. Notices or forms come home at the beginning of class each year.

SPECIAL CIRCUMSTANCES: Please inform us of learning, health, or other circumstances in your child's life, which may inhibit learning or affect their safety. This may be noted on your registration or in a confidential note to the catechetical leader.

THE AWESOME ROLE OF A PARENT

“The role of parents in education is of such importance that it is almost impossible to provide an adequate substitute.”

-Vatican II, *Gravissimum Educationis*

The Catholic Church views the role of parents in the religious education of children as both a privilege and an obligation. When children are presented for Baptism, Catholic parents are clearly reminded that they have the responsibility...

“of training [children] in the practice of the faith”

(*Rite of Baptism for Children* 39).

The faith formation program at St. Columban is available to **assist** parents in the education of their children. A parent’s example of a lived and practiced faith is essential. Below are TEN SUGGESTIONS that may help parents to demonstrate to their children, the importance they attach to their children’s religion classes and the practice of their faith.

1. Scheduling sporting and social events around class and Mass times demonstrates the priority you place on the practice of your faith.
2. Arrival at class on time demonstrates respect for catechists.
3. Ensure that homework and textbooks are returned.
4. Take time to speak with the children about their lessons and help them to learn their prayers.
5. Read materials sent home.
6. Celebrate the Eucharist weekly as a family.
7. Celebrate the Sacrament of Reconciliation regularly.
8. Volunteer as you are able. (Eucharistic Minister, Reader, Usher, Catechist, Youth Ministry volunteer, St. Vincent de Paul Society, Men’s Group, Women’s Club.)
9. Seek opportunities to enrich your own faith; spiritual reading, adult faith formation opportunities, etc.
10. Pray as a family; evening & meal prayers, the Rosary.

A STUDENT'S RESPONSIBILITIES - A message for students:

Students, you can show respect for your catechists and classmates and grow in knowledge and understanding of God when you:

1. Attend class regularly – *we miss you when you're absent!*
2. Try to be respectful in your manner and attitude.
3. Participate in discussions or activities.
4. Take some responsibility for bringing lessons, textbooks and newsletters to and from class.
5. Cooperate in following through on activities and homework assigned by the catechist.

DISCIPLINE

Students are expected to attend class with an open attitude and a willingness to cooperate.

Students and their catechists will establish and post classroom guidelines each year. Inappropriate behavior will be handled first between the catechist and the student in a loving, affirmative manner. If the student fails to respond, the following steps will be taken.

1. The catechist will consult with the coordinator | director.
2. The coordinator | director will confer with the student.
3. The parents will be contacted if the above procedure does not result in a positive response.

HOMEWORK

Although we generally do not assign 'homework', our faith is a lived faith which begins and is lived in the home. Parents, please support our efforts to assist you in the formation of your children by following through on any lessons or assignments sent home. If books should come home or are borrowed, please ensure that they are returned to class each week. *Thank you.*

EDUCATION STANDARDS

The **2014 Parish Elementary Religious Education Standards** are designed to offer a systematic and comprehensive framework for sharing our Catholic faith from Pre-Kindergarten through Eighth Grade. These Religious Education Standards, developed by the Office of Catholic Faith Formation at the Archdiocese of Seattle, offer instructional outcomes to guide the process of faith formation.

Catholic schools implemented their changes in 2014-15.

The new Parish standards are being introduced to catechists with implementation gradually taking place.

The volunteer catechists at St. Columban are a remarkable group of people, unwavering in their desire to meet the standards set by our Archbishop. The integrity of these volunteers has been a blessing for our parish.

Grade Level Focus or Theme

Kindergarten – Creation, Jesus and God’s Family

Grade 1 – Creation, Jesus, and the Church

Grade 2 – Reconciliation, Eucharist, Mass

Grade 3 – The Catholic Church

Grade 4 – Morality, Catholic Doctrine

Grade 5 – Sacraments

Grade 6 – Old Testament

Grade 7 – New Testament/Christology

Grade 8 – New Testament/Church History & Morality

Grade 9-12 – Creed, Sacraments, Liturgical Education, Life in

Christ, Morality, Christian Prayer, Catholic Social Teaching, Social Justice, Missionary Discipleship, and Service.

Presently, preparation for the Sacrament of Confirmation takes place during the high school years.

TEXTBOOKS:

These are the books approved for use by the Archdiocese of Seattle that are used in our Children's and Youth Faith Formation Classes.

Grades K-8th

Christ Our Life New Evangelization Edition, © 2016 [Loyola Press]

Reconciliation & Eucharist

Reconciliation, Eucharist - © 2015 [RCL]

Confirmation

Chosen: Your Journey Toward Confirmation © 2014 [Ascension Press]

Grades 9-12 - Supplemental Text

The Catholic Faith Handbook for Youth © 2008 [St. Mary's Press]

YOUCAT © 2011 [Ignatius Press]

BOOKS FOR THE HOME

We strongly recommend families purchase Bibles, Catechisms, and other supplemental spiritual reading from www.usccb.org or local Catholic bookstores where knowledgeable people can help you find the correct edition of books that are Catholic in nature.

BIBLES – Every family should own a Bible for personal reading and for children to reference in between Sunday classes. We recommend *The New American Bible Revised Edition* (NABRE) the approved translation of the Bible used for Mass readings in the United States. If you have only one Bible in the home we strongly recommend it be a NABRE.

Be aware that many publishers print Catholic editions of different translations. Be sure the Bible you purchase contains the *Nihil Obstat* and *Imprimatur* found on the first couple pages of a Bible. This judgement of the Church declares that within the text there is nothing contrary to Catholic faith or morals and it was approved for publication.

MISSALS – If you wish to reference the Sunday Mass Readings at home in order to prepare for Mass with your family, several companies offer hardbound Sunday Missals for personal use (*Daily Roman Missal*, *New Saint Joseph Sunday Missal*) or as small magazines with a subscription (*Magnificat*, *Give us This Day*, and *Word Among Us*). Readings are also found online at www.usccb.org/readings.

CATECHISMS –

YOUCAT – *Youth Catechism of the Catholic Church* – A resource

PRAYERS FOR THE CATHOLIC CHILD

The Archdiocese recommends the following formal prayers to be learned and maintained by heart. These recommended grade level prayers will be introduced to the students in the class each year, however, learning and reinforcing these prayers needs to take place in the home.

Kindergarten

Sign of the Cross	Prayer to One's Guardian Angel
Grace Before Meals	Grace After Meals

First Grade

The Our Father	Hail Mary
Glory Be (Doxology)	

Second Grade

Act of Contrition	Morning Prayer
Reinforce previously learned prayers	

Third Grade

Reinforce all previously learned prayers

Fourth Grade

Memorare	Prayer for Peace
Come, Holy Spirit	Reinforce previously learned prayers

Fifth Grade

Joyful Mysteries	Prayer for Souls in Purgatory
Act of Faith	Reinforce previously learned prayers

Sixth Grade

Luminous Mysteries	Act of Hope
Vocation Prayer	Reinforce previously learned prayers

Seventh Grade

Sorrowful Mysteries	Hail, Holy Queen
Angelus	Act of Love
	Reinforce previously learned prayers

Eighth Grade

Glorious Mysteries	Reinforce previously learned prayers
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SUNDAY MASS

5:00 PM Saturday (Anticipatory) – St. Columban

8:00 AM – St. Peter

10:30 AM – St. Columban

DAILY MASS

St. Columban - Tue-Fri: 9:00 AM (except first Thursday)

First Tuesday Mass includes Anointing of the Sick

St. Peter - First Thursdays only: 9:00 AM

First Thursday Mass includes Anointing of the Sick

*****Please see the bulletin for any schedule changes*****

Rosary begins 30 minutes before every Mass.

SACRAMENT OF RECONCILIATION

Saturday 3:30-4:30 PM – St. Columban

Sunday 7:30-7:45 AM – St. Peter

ADORATION OF THE BLESSED SACRAMENT

First Fridays 6:30-7:30 PM – St. Columban

Sunday 7:00 – 8:00 AM – St. Peter

CHILDREN'S MINISTRY

Sundays at 9:00AM-10:15 AM in the Education Center with

Mass beginning at 10:30 AM.

YOUTH MINISTRY CATECHISM

Sunday, beginning with the 10:30 AM Mass, ending at 1:15 PM at the Education Center. Please see Youth Minister if your family attends Mass at a different time.

Family Notes

Christi Sumus Non Nostri — St. Columban
“*We belong to Christ, not ourselves*”

Family Notes

Ora Et Labora – St. Benedict
“Pray & Work”



*Lord,
Through the intercession of our
patron, St. Columban*

*May everything we do this day
begin with Your blessing and
continue with Your help.*

*May everything we speak this
day begin with Your love and
continue with Your grace.*

*May everything we think this
day begin with Your inspiration
and continue with Your peace.*

Amen