

**Religious Education Handbook
St. Scholastica Parish**

Dear Parents/Guardian,

This handbook is intended for your use as a resource for the Religious Education program of St. Scholastica... This information is based on the Diocese of Pittsburgh guidelines. The National Directory for Catechesis states that parents are the first, best catechists of their children. That means that all you witnesses your faith to your children: some examples are daily faith sharing, attendance at mass, the language you choose, your participation in parish ministries and your attitude toward religious education. The purpose of this program is to augment that which is already being taught to your children. We view our catechists and parents are partners.

We pray that this year will be one filled with the grace of Holy Spirit and the stewardship of God's gifts.

Yours in Christ,

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Cancellation Policy: In the event of inclement weather tune in to KDKA 1020. **DO NOT CALL THE PARISH OFFICE or the pastor.**

1. Role of Parents:

The home is the first school of Christian life and human enrichment. It is here that children learn love, the joy of work, perseverance, forgiveness, prayer and worship. Parents have a responsibility which demands their active and regular involvement in the catechetical instruction of their children. This involvement includes a review of lessons, assistance with assigned homework and completion of lessons assignment on home study dates.

St. Scholastica Religious Education Staff strives to assist parents fulfill this responsibility.

2. Parental Attendance at Meetings:

Informational meetings may be scheduled throughout the year. Parents are expected to attend.

3. Dismissal Procedure:

Sunday: Students in classes held in the Brilliant Ave. school building will be dismissed from the Brilliant Ave. entrance. Students in classes held in the Third St. School building will be dismissed for the Third St. Entrance.

Tuesday: Students from each building will be dismissed from the Third St. entrance of each building.

Early Dismissal: Requests for early dismissal must be made in writing. Students will not be released to anyone other than the parent or guardian without written permission.

Custodial Parent Dismissal: If the Catechetical Administrator has been given a court order showing exclusive custody of one parent, only that parent is permitted to pick up the child.

4. Attendance: Students should make every effort to attend every session for entire catechetical year. A schedule of the current year can be found at www.saintscholastica.com. In the event of an absence, the parents/guardians should inform the catechist on or before the day of the absence. Parents/guardians should help the student cover the material that was missed. If a student should miss more than three classes without making up missed material they will be required to have a make up session with the Director of Religious Education. Attendance policy also applies to home study dates and the material which is to be submitted in class. Students may not skip grades. All grades must be completed for comprehensive faith formation leading to confirmation.

5. Textbooks

Textbooks are distributed to all students at the beginning of each catechetical year. If a textbook is lost, the student will be expected to replace that book.

6. Progress Reports

A student's progress may be discussed at any time with the catechist. Progress reports will be provided several times each year. Progress reports should be signed and returned to the catechist.

7. Expect Behavior and Procedures for Discipline

Classroom expectations regarding behavior, reflective of the diocesan code of conduct are established on the first day of class. Catechists attempt to create a classroom atmosphere conducive to learning based upon mutual respect. Each student is asked to arrive on time, come prepared with book and completed assignments, be respectful and attentive in class, respect the property of others and be respectful in their language toward the catechists, their peers, parish staff and guests.

If a child requires disciplinary action, corrective action will be taken in accordance with diocesan regulations and may include the following: correction of a student or isolation of offending student, student/teacher conference, student/teacher/catechetical

administrator conference, student/teacher/catechetical administration/pastor conference, request for parent to attend class with the child, provision of alternate means of religious education.

8. Serious Offenses:

Any Serious offense such as profanity, skipping class, substance abuse or weapon possession, etc. will immediately necessitate a conference with the parent/guardian.

9. Physical Accessibility

Every effort is made to make buildings, classrooms and restrooms accessible. However, when all reasonable financial and physical possibilities have been exhausted, then alternative arrangements are to be provided.

10. Inclusivity

The parish religious education program is welcoming and supportive of all parishioners, regardless of race, culture, ethnicity or level of abilities.

11. Prayers

Grades 1-8 have assigned prayers that they must learn throughout their religious education instruction. This is a diocesan regulation. Each student will receive a prayer list from their catechist at the beginning of the school year. Class time is not sufficient for memorization of prayers. It is a parental responsibility to help your child learn the required prayers and to pray with them.

12. Regulations/Policies

The catechetical administrator is responsible for following diocesan curriculum guidelines/rules/policies for including special diocesan programs such as: Catholic Vision of Love and Christian Initiation of Children.