

## **K – 5 AND SACRAMENTAL PREPARATION (2<sup>nd</sup> Grade) PARENT TAKE HOME INFORMATION SHEET**

**ATTENDANCE** ~ As parents, if our faith is seen as an on-going, important part of our daily life, we will help our children find time for it in their own life. We agree that in order to achieve the maximum benefit from religious education, it is essential that Mass attendance as well as class attendance be a priority. **ATTENDING WEEKEND MASS WITH THEIR FAMILY IS A REQUIREMENT FOR SACRAMENTAL PREPARATION (2<sup>nd</sup> Graders). THIS WILL BE TRACKED THROUGH SIGN UP SHEETS WHICH ARE AVAILABLE EVERY WEEKEND IN THE RELIGIOUS EDUCATION ENTRANCE AND ALSO IN THE OFFICE.** Our policy is: \*\*attendance will be taken each week \*\*an attendance record for the day will be kept in the catechists' folder \*\*a letter will be sent home if there is a concern regarding absences (3 or more) \*\*It is my responsibility to contact the religious education office for any missed assignments.

**EXPECTATIONS ~ PARENTS:** \*\*Ensure that their children attend classes regularly and on time \*\*Communicate any special needs or circumstances that may affect their child \*\*Be an active part of their child's learning and be involved in the classroom at the catechist's request (e.g. help with special and/or service projects).

**EXPECTATIONS ~ STUDENTS:** \*\*Behave in a Christian manner at all times showing respect and being cooperative with adults and other students \*\*Actively participate in classroom activities and discussion \*\*Attend class regularly and complete any assignments or homework \*\*A code of conduct is highly recommended and could include: Respect for others and others' property.

**EXPECTATIONS ~ CATECHISTS:** \*\*Provide a loving, Christian atmosphere within the learning environment so that children will be able to grow in their faith \*\*Prepare and teach designated curriculum \*\*Be a Christian role model \*\*Communicate regularly with and involve parents in the faith development of their children.

**All 5<sup>th</sup> GRADE STUDENTS** will participate in the **ACRE Assessment** during the month of January. A reminder will be sent out closer to the date of the assessment. Visit our website ([www.stlukeparishlv.com](http://www.stlukeparishlv.com)) to download the **St. Luke Study Guide and Policy Manual**.

### **\*\*\*EMERGENCY CLOSINGS AND CANCELLATIONS\*\*\***

**Due to the size of the program, cancellations will be handled in the following manner:**

- 1 - Call the parish office, there will be an outgoing message regarding class cancellations
- 2 - Check the parish website – [www.stlukeparishlv.com](http://www.stlukeparishlv.com) – it will be posted on the homepage
- 3 - Follow St. Luke Religious Education on Facebook or on Twitter @StLukeCCD

**DURING THOSE TIMES WHEN MASS FINISHES** before your child's class is dismissed or you arrive early for pick up, **please do not stand outside the classrooms**. This is distracting to both the teachers and the children. You are more than welcome to have coffee in the tower entrance or you can chat in the narthex. Thank you so much for your understanding.

**DISCIPLINE AND PROBLEM SOLUTIONS:** At the first incident the child will be reminded of expected behavior. After the second incident, the child will be sent to the Director of Religious Education for a discussion about appropriate behavior. After returning to class, if inappropriate behavior continues, the child will be sent to the office to do his or her religious education assignment. The child's parent/guardian will be contacted. After steps 1-3, the child will be allowed the opportunity to re join the class if an understanding can be reached as to how all involved may best continue to learn and grow in their faith.

**DIRECTOR OF RELIGIOUS EDUCATION ~ Maureen Murtagh** 876-3515 [maureen@stlukelv.org](mailto:maureen@stlukelv.org)

# PRAYERFUL PERSONAL COMMITMENT

2018-19

As parents, if our faith is seen as an on-going, important part of our daily life, we will help our children find time for it in their own life.

We agree, that in order to achieve the maximum benefit from religious education, *it is essential that Mass attendance as well as class attendance be a priority.*

*We understand that:*

- † Attendance will be taken each week
- † An attendance record for the day will be kept in the catechists' folders
- † A letter will be sent home if there is a concern regarding absences (3 or more)
- † It is my responsibility to follow up with my child's catechist for any missed assignments

Our signature below signifies our commitment to St. Luke's attendance policy.

Student's Name \_\_\_\_\_

Parent's Signature \_\_\_\_\_

TIME AND TALENT

# PARENT OPPORTUNITIES 2018-19

**\*\*PLEASE PRINT CLEARLY\*\***

LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_

CHILDREN'S NAME(S) \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

**\*\*AT THE TIME OF REGISTRATION I AGREE TO PAY THE \$50 DONATION PER FAMILY  
IN LIEU OF VOLUNTEERING**

LEAD TEACHER/CO-TEACHER ~ Grade \_\_\_\_\_ Time? \_\_\_\_\_ With Child? \_\_\_\_\_

I WOULD LIKE TO TEACH WITH \_\_\_\_\_

ASSISTANT TEACHER ~ Grade \_\_\_\_\_ Time? \_\_\_\_\_ With Child? \_\_\_\_\_

I WOULD LIKE TO TEACH WITH \_\_\_\_\_

SUBSTITUTE TEACHER

WITH CHILD? \_\_\_\_\_ SAME TIME/SESSION AS CHILD? \_\_\_\_\_

Protecting God's Children? \_\_\_\_\_

Email Address and Full Legal Name for Background Check if PGC has NOT been completed

RELIGIOUS EDUCATION

Office help

Help with 2<sup>nd</sup> grade Reconciliation and Eucharist Classes (Stickers, bathroom etc)

LITURGY OF THE WORD WITH CHILDREN

CLASSROOM ORGANIZER – Set-up the classrooms

CHRISTMAS PAGEANT – Volunteer for practices and the pageant on Christmas Eve

HOSPITALITY – Weekend hospitality takes place once a month

CHOIR

EUCHARISTIC MINISTER

LECTOR

ALTAR SERVER (4<sup>th</sup> grade and up)

USHER

\_\_\_\_\_ PLEASE LIST ANY MINISTRY YOU ARE ALREADY INVOLVED IN

SAINT LUKE RELIGIOUS EDUCATION  
K – 5 REGISTRATION 2018-19

**\*\*PLEASE PRINT CLEARLY\*\***

PARENT'S NAME(S) \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

MAIN CONTACT # \_\_\_\_\_ ALTERNATE # \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

EMERGENCY CONTACT: \_\_\_\_\_ PHONE # \_\_\_\_\_

**\*\*\*IF ANY OF THE ABOVE INFORMATION CHANGES PLEASE CONTACT THE RELIGIOUS EDUCATION OFFICE. IT IS VERY IMPORTANT THAT OUR RECORDS ARE ACCURATE.\*\*\***

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1

STUDENT NAME \_\_\_\_\_ GRADE IN SEPT \_\_\_\_\_

SCHOOL IN SEPT \_\_\_\_\_ CHILDREN'S CHOIR? \_\_\_\_\_

SPECIAL NEEDS/ALLERGIES/MEDICATIONS \_\_\_\_\_

CIRCLE SACRAMENTS RECEIVED: BAPTISM RECONCILIATION EUCHARIST

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2

STUDENT NAME \_\_\_\_\_ GRADE IN SEPT \_\_\_\_\_

SCHOOL IN SEPT \_\_\_\_\_ CHILDREN'S CHOIR? \_\_\_\_\_

SPECIAL NEEDS/ALLERGIES/MEDICATIONS \_\_\_\_\_

CIRCLE SACRAMENTS RECEIVED: BAPTISM RECONCILIATION EUCHARIST

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3

STUDENT NAME \_\_\_\_\_ GRADE IN SEPT \_\_\_\_\_

SCHOOL IN SEPT \_\_\_\_\_ CHILDREN'S CHOIR? \_\_\_\_\_

SPECIAL NEEDS/ALLERGIES/MEDICATIONS \_\_\_\_\_

CIRCLE SACRAMENTS RECEIVED: BAPTISM RECONCILIATION EUCHARIST

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4

STUDENT NAME \_\_\_\_\_ GRADE IN SEPT \_\_\_\_\_

SCHOOL IN SEPT \_\_\_\_\_ CHILDREN'S CHOIR? \_\_\_\_\_

SPECIAL NEEDS/ALLERGIES/MEDICATIONS \_\_\_\_\_

CIRCLE SACRAMENTS RECEIVED: BAPTISM RECONCILIATION EUCHARIST

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*It is hoped that your child's faith formation will be a top priority in your family.*

**For GRADES K-5 we offer**

**Wednesday afternoon**

**4:30-6:00pm**

**Sunday morning**

**9:00-10:30am**

**11:00am-12:30pm**

**When selecting a preference for day and time please be aware that your request will be honored to the best of our ability. Thank you for your understanding**

***Flexibility is Next to Godliness 😊***

**Please list your request for next year below**

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**Please indicate if your child is in the Children's Choir**

**YES**

**NO**

**OFFICE USE ONLY**  
**REGISTRATION FEES**

Each Child Grade K thru 5

\$100 X \_\_\_\_\_ \$ \_\_\_\_\_

Kindergarten Book \$25 X \_\_\_\_\_ \$ \_\_\_\_\_

First Reconciliation (2<sup>nd</sup> Grade **only**) \$50.00

First Eucharist (2<sup>nd</sup> Grade **only**) \$50.00

Family donation in lieu of volunteering \$50.00

Late fee per family (after Sunday, 07/29/18) \$50.00

2017-18 Church Fee Balance \$ \_\_\_\_\_

2018-2019 Contribution \$ \_\_\_\_\_

(\$200 to be paid by 12.31.18 **OR** \$175 at the time of registration)

*If you're not paying the Church fee at the time of registration please indicate how you will be contributing*

\*\*Envelopes \_\_\_\_\_ \*\*Faith Direct \_\_\_\_\_

**Total Due** \$ \_\_\_\_\_

Amount Paid \_\_\_\_\_

Date \_\_\_\_\_

Check # \_\_\_\_\_

Cash \_\_\_\_\_

Credit Card \_\_\_\_\_

\_\_\_\_\_

**\*\*\*SECOND GRADE – RECONCILIATION AND EUCHARIST\*\*\***

**A copy of your child's Baptismal Certificate is necessary BEFORE the start of classes.**

**Check here if your child was baptized at St. Luke's**