Church of the Resurrection Ellicott City

Savannah Ackerman

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**2019-2020 Policies and procedures**

*“Parents have the unique responsibility for the education of their children;* ***they are the first educators****… They teach by their witness of the Faith, through their values and attitudes, by their Christian example of love for Christ and his church. When children are baptized, parents accept a responsibility to raise their children in the practice of faith.” National Directory for Catechesis 234-235*

Our Church has always proclaimed that parents are the first educators of their children. The Church of the Resurrection exists primarily to assist you in this mission to grow as Christians, live out the Baptismal promise and educate your children in the faith!

**Safety**

We cannot grow in our faith without having our primary needs met. Above all, we need a safe space to meet and learn about Christ. The safety of your children in our program is of the utmost importance. Therefore:

1. ALL Catechists, classroom aides, hall monitors, and other volunteers associated with this program WILL have taken the VIRTUS course and have ALL clearances in accordance with the Archdiocese of Baltimore Youth and Child Protection Policies.
2. Children are not to be left unattended at ANY time. This included in classrooms, the school building, and parking lots.
3. Parents/ Guardians are to walk children into the hall and to their teacher every class period.
4. Parents/ Guardians are to sign out their child(ren) at the end of the night. If a child is not signed out the parent/guardian will be contacted immediately.
5. No adult without security clearances will be allowed past the church hall. If a child needs to be picked up early make Savannah aware and she will send someone to get the child.

**Note that our # 1 priority is the safety of your children when you leave them in our care. Please respect our policies.**

**Family Life**

Many great popes and saints have called the family “the domestic church.” It is in the homes of families like yours that the love and faith of Jesus Christ is passed down through the generations. Because of this, the Archdiocese of Baltimore asks that we implement a program called Family Life to be taught in all Religious Ed programs and schools. This program teaches your child safe boundaries, respect, good friendship, the importance of their feelings, the meaning of the family unit, and that they deserve to be believed and heard. Please realize the importance of going over these lessons with your child and reinforcing these positive messages.

**Attendance and Late Policy**

Here at Resurrection we believe in building community and teaching gradually and in stages. For this method to be effective a child must be present as much as possible. There are 24 sessions of Religious Education that run on Sunday afternoon and evenings. It is expected that unless communicated ahead of time your child will be at these sessions. Our volunteers give a lot of time and energy to planning the sessions and teaching your child. Please respect the work they have put in and arrive on time for each session. It is very disruptive when a child arrives 15 minutes late.

If you are running late you must come into the hall and sign your child in. A hall monitor will then take your child up to their classroom.

If you miss class refer to the syllabus on what chapter was covered. We are grateful that you have decided to make your child’s faith a priority in your busy schedule, but we know unforeseen circumstances arise. If there is no way your child can make a session, we ask that you go over the material with your child, so that you can not only catch them up on what they missed, but also that you can grow in faith with your child. After reading through the assigned chapter with your child, go to <https://www.loyolapress.com/faith-formation/finding-god/finding-god-2013/parents-and-students> select the grade of your child and then the interactive session review for the chapter that was covered. Do not send the results to Savannah from the website if the email is entered incorrectly or it doesn’t go through your child will have to repeat the session quiz. Rather, send the results to yourself and forward them to Savannah at Sackerman@res-ec.org to receive credit and have the absence excused. **Late work will not be accepted more than 1 month after the original date.**

For the year of Religious Ed to count you are only allowed 4 unexcused absences. We understand that life happens, and unforeseen events take place. Please just communicate with Savannah if something is going on that is keeping your child from class. Life happens, and we want to work with you and your child, as you have chosen to allow us to help your family grow in faith.

**Behavior**

In order for all involved to have a positive experience in our Faith Formation Program, discipline and respect must be shown by our students, catechists and parents. Parental support is essential in maintain a healthy, loving environment to grow and learn in our Faith. The following are guidelines to help students maintain a positive experience:

1. Respect and courtesy towards classmates and catechists are required.
2. While in the hallways, classrooms, and the church, students will be quiet and orderly.
3. Students are responsible to bring their bag and book to every class.
4. Materials that belong to RSPS are NEVER to be touched or used without expressed permission from a catechist. This includes papers, pencils, projects, decorations, and anything on desks or lockers.
5. Cell phone use is not permitted during class time. If a phone is brought Catechists will collect phones at the start of each class and return them at the end of class. **If you need to get in contact with your child during class call Savannah at 443-567-1446.**
6. Students who choose not to comply with classroom and program rules will face the following consequences:
	1. If a child is being unruly or disrespectful in class (to either their fellow students or their teachers) they will be sent out of class to Savannah and the parent/guardian will be contacted.
	2. After three separate corrections in the regular classroom students will not be permitted to attend the next scheduled class and will be required to make-up any missed material.

**Mass Attendance**

With the many demands of today’s daily life, we understand that Mass attendance can seem like one additional chore. However, much of what is discussed and taught in your child’s faith formation class is centered around the Sunday liturgy. In many ways you are working to raise healthy and happy children, Mass attendance could be one of those ways. If there is anything, we can do to help you feel more comfortable and welcome, please don’t hesitate to contact our office. We would like to encourage your family to worship with us on a regular basis.

**Resurrection Mass Times**

Saturday 5:15 (Confession offered 4-5 pm)

Sunday 7:30, 9, 10:30 (nursery and Wee Praise during this mass), 12, 5:15

We are here to work with you to help teach and encourage your child’s faith. If you are reading this, you have already made the phenomenal decision to raise your child in the Church, so from the bottom of our hearts: Thank you!

I \_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_,

Agree to the above policies for the faith formation program at Resurrection and will do my best to respect the volunteers, parish facilities, and other families involved in the program.

Most of all I agree to:

1. Try and talk about Jesus in my home realizing that I have a primary responsibility to bring Christ to the center of my child’s life and that the efforts of the parish will be fruitless if I do not live out my faith as if it is something worth living.
2. Arrive on time for every class period unless it was previously communicated that my child will not be present or will be late.
3. Sign my child out at the end of the night.
4. Do make-up work with my child when they missed a class and I understand that late work will not be accepted more than 1 month after the assigned date.
5. Make sure that my child understands the behavior policies and treats others with respect.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_