

Holy Trinity/St. Michael Parishes
Faith Formation
Family Handbook



Office of Faith Formation
305 Main Street
Kewaskum, WI 53040
262-626-2650
htsmreligioused@hotmail.com

GRADES K-11

Revised March 2020

A Parent's Prayer

Loving God,
You are the giver of all we possess,
the source of all of our blessings.
We thank and praise you.

Thank you for the gift of our children.

Help us to set boundaries for them,
and yet encourage them to explore.
Give us the strength and courage to treat
each day as a fresh start.

May our children come to know you, the one true God,
and Jesus Christ, whom you have sent.

May your Holy Spirit help them to grow
in faith, hope, and love,
so they may know peace, truth, and goodness.

May their ears hear your voice.
May their eyes see your presence in all things.
May their lips proclaim your word.
May their hearts be your dwelling place.
May their hands do works of charity.
May their feet walk in the way of Jesus Christ,
your Son and our Lord.

Amen.



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Dear Parents,

Welcome! Thank you for enrolling your child in our Faith Formation Program. We consider it an honor and a joy to be working with your child/children on their faith journey.

This handbook includes policies, schedules and contact information for the upcoming year. If there are any changes, you will be notified through a letter sent home with your child, so be sure to check your child's folder for any written communication.

Our program is staffed with many people – our parish priest, Director of Faith Formation/Coordinator of Elementary/Middle School Ministry, Associate Director of Faith Formation/Coordinator of High School Youth Ministry, volunteer catechist/teachers, aides and office helpers. They have made a wonderful commitment to your child in educating them in our Catholic Faith. Please pray for them and thank them for their generosity and willingness to share their Catholic Faith.

Our Faith Formation Department is committed to providing each student with the learning experiences needed for their Faith Formation. If you have any questions or concerns please contact the Faith Formation Department @ 262-626-2650.

God Bless,

The Faith Formation Department

Holy Trinity/St. Michael Parishes Faith Formation Mission Statement

The Faith Formation Program at Holy Trinity/St. Michael's Parishes strives to assist in the faith development of its students, their parents and our parish community. We challenge, support, instruct, guide and offer our prayers in an effort to help nurture their faith as they deepen their relationship to Christ. The spiritual journey of each student matters to the entire community.

Principles of the Faith Formation Program

- Faith development is a life-long process.
- It takes a whole parish community to develop the faith of the young people.
- Parents are the first and foremost educators of their children.
(especially through example)
- Reception of the sacraments requires special preparation by student/families.
 - Sacraments are gifts from God to help us grow.
 - Preparation helps us understand the gift.
- Sacraments are received by individuals but celebrated as a community.

Program Objectives

- To help develop a personal relationship with God.
- To help understand Catholic teachings, traditions and prayers.
- To instill personal responsibility for faith and moral development.
- To provide preparation programs for sacrament reception.
- To provide opportunities for growing in faith and living the Gospel message through *participation in Liturgical services, prayer services, parish activities and community service.*

Role of Parents

The home is where a child first experiences the Catholic faith. You teach primarily by example. It is extremely important for children to experience the love of God in their homes. The Faith Formation Program aims to work in partnership with parents to assist them in living their vocation as educators of their children. The Faith Formation Program should merely complement, not replace, the catechesis that your children should receive in the home. The Faith Formation program assists parents in their God-given role as educators of the Faith by:

- Providing weekly religious education classes for children in a classroom setting
- Providing opportunities to receive the sacrament of Reconciliation
- Providing the truth of the Roman Catholic Faith as handed down by Jesus Christ through Sacred Scripture, Sacred Tradition, The Magisterium (teaching authority) of the Church, and the Church Fathers.

All Christian education finds its source within the sacramental life of the Church. Therefore, it is of utmost importance that children are given the opportunity for frequent participation in the Sacrament of Reconciliation and weekly Sunday attendance at Holy Mass. Knowledge of the Catholic faith that is not upheld by the practice of the sacramental life is empty knowledge. **Please ensure that your children are able to participate in the life of the Church by attending Mass on Sundays and Holy Days of Obligation.**

Holy Trinity: **Mass** – Saturdays, 4:00 p.m. (Sept. – Feb.), Sundays, 7:00 a.m. & 11:00 a.m.
Tuesdays, 5:00 p.m.

Eucharistic Adoration: Every Tuesday after Tues. Evening Mass

Reconciliation – Saturdays, 3:15 p.m. (Sept. – Feb.),

St. Michael: **Mass** – Saturdays, 4:00 p.m. (March – August), Sundays, 9:00 a.m.

Eucharistic Adoration: Every Wednesday, 6:30 – 8:30

Reconciliation – Saturdays, 3:15 p.m. (March – August),

Holy Days of Obligation

January 1, the Solemnity of Mary, Mother of God

Thursday of the sixth Week of Easter, the Solemnity of the Ascension

August 15, the Solemnity of the Assumption of the Blessed Virgin Mary

November 1, the Solemnity of All Saints

December 8, the Solemnity of the Immaculate Conception

December 25, the Solemnity of the Nativity of Our Lord Jesus Christ

Role of Parents

- continued -

We encourage you to do the following to help nurture your child's faith development:

- Attend weekly Sunday Mass together.
- Help your child to fully participate in the Mass. Remember if you don't sing or recite the responses, neither will your child.
- Pray with your children. You are their first example of the faith.
- Take your child to church to visit Jesus in the Most Blessed Sacrament. Explain how Jesus is waiting in the Tabernacle for us to come to Him, how He loves us to come and just be with Him.

Each student will receive a Prayer Handbook that they will use as a guide for learning the prayers. ***Please keep the Prayer Handbook in your child's Faith Formation folder so it can be used in class and at home.*** They will be using the same booklet from year to year.

Suggested Family Prayers

Our Father
Hail Mary
Glory Be
Divine Mercy Chaplet
Rosary
Meal Prayers

A
Family
that prays together,
stays together.

Role of the Students

Students are expected to be punctual and prepared for class. Students should arrive no earlier than 15 minutes prior to the start of class. Students should not enter classrooms until the teacher or the aide are in the classroom. Each week, **students should come prepared with a notebook, folder, pen/pencil and any other necessary supplies for class. Students in 6th grade thru high school are to bring their Bible to class weekly.** While in the classroom, students should conduct themselves in a manner appropriate to a classroom environment.

- Students are reminded that all property and possessions found in the classroom are to be left untouched.
- No food, drink or gum is to be brought into the building.
- All students must enter and exit through the doors on Prospect Street.

Every student has the right and privilege to learn in a classroom where students are well behaved. Similarly, every teacher and aide has the right to teach in such an environment. In the event that a student finds it difficult to exhibit proper behavior, the teacher will call upon the Faith Formation staff for assistance. Every attempt will be made to integrate the child into the classroom prior to contacting his/her parents; if unsuccessful, the Faith Formation staff will enlist the support of the parents to rectify the situation.

Discipline

(Students will receive the following information to sign on the first day of class)

1. Faith Formation students are expected to treat teachers, adults and peers as well as all private and church property with Respect and Christian charity.
2. When the teacher speaks, everyone should be listening in silence.
3. Students will raise their hand when wanting to speak.
4. Students will stay in his/her seat unless instructed to move.
5. Students will keep hands, feet and other objects to themselves.
6. Church is a sacred space and students will treat it as such.

For students who disrupt class, behave in a disrespectful or un-Christian manner or damage private or Church property, the following discipline procedure will be enforced:

Elementary/Middle School Ministry (grades K-8)

- Verbal Reprimand from teacher for the first **2 offenses**
- **3rd offense** – student will be removed from class and sent to Faith Formation Office and parents will be notified.
- Repeated offenses may result in a permanent dismissal from the class and will require a summer school program in its place.

High School Youth Ministry (grades 9-11)

- Verbal Reprimand from teacher for the **first offense**
- **2nd offense** – student will be removed from class and directed to the High School Youth Ministry Assistant and parents will be notified.
- On-going occurrences may result in parents sitting in on the next class.
- Repeated offenses may result in a permanent dismissal from the class and will require a summer school program in its place.

RELIGIOUS EDUCATION POLICIES AND EXPECTATIONS
IN THE CLASSROOM & CHURCH

Kindergarten - 8th grade

Elementary/Middle School Ministry Classes begin at 6:00 p.m. and end at 7:15 p.m.

- NO Children are to be dropped off or may be in the building before 5:45 p.m.
- PLEASE use the rest room *before* class begins.
- NO Children are permitted in their classroom until their teacher is present in the classroom.
- When the bell rings at 6:00, children are to be in their classroom, seated and prepared for class.
- Class is dismissed at 7:15.

Students should bring only what is necessary for Religion Class

- Students should bring what is required for each grade.
- NO Cell Phones, IPods, IPads or any other electronic devices.
(If seen, teachers will confiscate these items until the end of class that evening.)
- NO Trinkets, Toys, etc.
- NO Food/treats/drinks should be brought to class.
- NO Gum chewing is allowed in class or in church

Respect other people's property

- Do not touch or use the personal belongings in or on students' desks or in the hallways.
- Students should not draw or write on whiteboards unless permitted by the teacher for class time.
- Leave your classroom the way you found it.

Dress Code for Class

- No shirts with alcohol or drug references or with questionable messages or pictures.
- Hats are not to be worn during class or in church.

Dress Code for Church

- No shirts with alcohol or drug references or with questionable messages or pictures.
- Hats are not to be worn.
- No sweatpants.
- No shorts above the knee.
- No spaghetti strap tanks or bare shoulder tops
- Leggings must be worn if skirts or dresses are above the knee.
- No torn/ripped jeans.

Participate in class

- Contribute positively to class discussions
- Complete projects or assignments

Use Respectful behavior at all times

- Address teachers in appropriate manner (Miss, Mrs., Mr.).
- No inappropriate language or profanity.
- Pay attention in class – raise your hand for your turn to speak.
- **There will be no unnecessary talking in class.**
- Treat all people with respect (no name calling, bullying, etc.)
- Students will remain in his/her seat unless instructed to move.
- **After 3 warnings for inappropriate behavior, student will be removed from class and parents will be contacted.**

Attendance

- Regular attendance at classes is required.
- Absences must be excused by a parent or guardian.
- Any absences will result in make-up work.

Class Completion & Promotion

Students need to demonstrate satisfactory understanding or completion of material covered in religious education in order to receive “complete” status at their particular grade level.

Golden Rules	
<u>DO</u>	<u>DO NOT</u>
Be gentle	Hurt anybody
Be kind and helpful	Hurt people’s feelings
Work Hard	Waste your time or other people’s time
Respect other’s property	Damage things
Listen to people	Interrupt
Be honest	Cover up the truth

Treat people the way you want to be treated.
Talk to people the way you want to be talked to.
RESPECT IS EARNED, NOT GIVEN.

FAITH FORMATION POLICIES AND EXPECTATIONS
IN THE CLASSROOM & CHURCH
Grades 9th - 11th

High School Youth Ministry Classes begin at 6:15 p.m. and end at 7:30 p.m.

- Students should meet in their designated class areas in the hall by 6:15 p.m.
- Students who arrive prior to 6:15 p.m. may quietly pray in the church.

Students should bring only what is necessary for Religion Class

- Students should bring a pen/pencil, one folder and notebook used for Religion Class only.
- Students should bring their Bible to class weekly.
- **NO USING** Cell Phones, iPods, iPads or any other electronic devices.
(If phones are being used, teachers will confiscate these items until the end of class that evening.)
- No Gum chewing allowed in class or in church.

Respect St. Michael's property

- Leave your class area the way you found it. (Please: No doodling, marking on tables, etc.)
- All students will show proper reverence while in church.

Dress Code for Class

- No shirts with alcohol or drug references or with questionable messages or pictures.
- Hats are not to be worn during class or in church.

Dress Code for Church

- No shirts with alcohol or drug references or with questionable messages or pictures.
- Hats are not to be worn.
- No sweatpants.
- No shorts above the knee.
- No spaghetti strap tanks or bare shoulder tops.
- Leggings must be worn if skirts or dresses are above the knee.
- No torn/ripped jeans.

Participate in class

- Contribute positively to class discussions
- Complete projects or assignments

Use Respectful behavior at all times

- Address teachers in appropriate manner (Miss, Mrs., Mr.)
- No inappropriate language or profanity
- Pay attention in class and raise your hand for your turn to speak.
- **There will be no unnecessary talking in class.**
- Treat all people with respect (no name calling, bullying, etc.)
- Students will remain in his/her seat unless instructed to move.
- After 3 warnings for inappropriate behavior, student will be given a Behavior Reflection form to be completed at designated area apart from the class, and parents will be contacted whenever necessary. Student will rejoin the class (with permission) when reflection form is completed.

Attendance

- Regular attendance at classes is required.
- Absences must be excused by a parent or guardian.
- Any absences will result in make-up work.

Golden Rules	
<u>DO</u>	<u>DO NOT</u>
Be gentle	Hurt anybody
Be kind and helpful	Hurt people's feelings
Work Hard	Waste your time or other people's time
Respect other's property	Damage things
Listen to people	Interrupt
Be honest	Cover up the truth

Treat people the way you want to be treated.
Talk to people the way you want to be talked to.
RESPECT IS EARNED, NOT GIVEN.

Attendance/Absences

Please notify the Faith Formation office by phone or email by 5:30 p.m. if your child will be absent and the reason for the absence. Attendance is taken at the beginning of each class. For each absence, we will have make-up work for the student to complete and return. Excessive absences and incomplete make-up work may result in a summer school program upon the discretion of the Faith Formation Director and Faith Formation Associate Director, so be sure to attend regularly and hand in any make-up work as soon as possible.

There are no more than 3 excused absences allowed per year for grades K-11.

Arrival and Departure

Elementary/Middle School Ministry (grades K-8)

For the safety of the children, the school parking lot off of Main Street will be reserved for the families of Catechists and Aides. All other families must drop-off and pick-up at the Prospect Street entrance. At dismissal, parents of grades K thru 3 are required to come into the building to get your children.

High School Youth Ministry (grades 9-11)

High School students will be dropped off and picked up at St. Michael's Parish Hall.

Early / Late Pick-Up

Early pick-up is discouraged except for serious reasons. If it is absolutely necessary to take your child before dismissal, come to the Faith Formation office to sign your child out. Your child will be brought to you. **Only a parent is allowed to take a child out of class.**

If your child is not picked up at dismissal, teachers are instructed to take you child to the Faith Formation Office where parents and/or emergency contacts are called. The child must remain in the Faith Formation Office until the parent comes to pick up him/her.

Inclement Weather

The Faith Formation Program follows the school cancellation. If Kewaskum schools are cancelled prior to the start of Faith Formation classes, then NO Faith Formation classes will take place that day. If Kewaskum after-school activities are cancelled, NO Faith Formation classes will take place. If bad weather threatens just as it is time for Faith Formation classes, use your best judgment and stay home if your family's safety could be jeopardized! Cancellations will be posted on Channel 6 – WITI Milwaukee Fox 6 Storm Center.

Dress Code for Class

Students are expected to dress appropriately for class. This includes being dressed correctly for the weather conditions.

- ✓ No shirts with alcohol or drug references or with questionable messages or pictures.
- ✓ Hats are not to be worn during class or in church.

Dress Code for Church

Students may go to church for Mass or Prayer Services as part of their class; they should be dressed as they would be for weekend Mass. ***We need to show reverence in God's house.***

- ✓ No shirts with alcohol or drug references or with questionable messages or pictures.
- ✓ Hats are not to be worn.
- ✓ No sweatpants.
- ✓ No shorts above the knee.
- ✓ No spaghetti strap tanks.
- ✓ Leggings must be worn if skirts or dresses are above the knee.
- ✓ No torn/ripped jeans.

Electronic Devices

As cell phones become more prevalent, the Faith Formation program is taking steps to curtail their use in the classrooms, church and on retreats. We encourage students not to bring any electronics with them to Faith Formation Classes.

Elementary/Middle School Ministry (grades K-8)

High School Youth Ministry (grades 9-11)

Cell phones and other electronics will NOT be permitted in any of the classes or on any retreats. Students are not allowed to bring in I-Pads, tablets etc., unless permitted by the teacher for class use. If a teacher sees cell phone or other electronics, it will be taken by the teacher until the end of class. Students are highly encouraged to leave cell phones at home or in their vehicle.

Curriculum

The Stories of God's Love Program is used for Kindergarten and the *Alive in Christ* for First through Fifth grades. *Edge* Program is used for Sixth through Eighth grades (LifeTeen). *Chosen* and other resources will be used for the 9th Grade class. Grade 10 will be focusing on *Theology of the Body/Altaration* and will be using a variety of resources. Confirmation will use Matthew Kelly's *Decision Point/The Dynamic Catholic Confirmation* Program. Parents are always welcome to sit in on any classes.

Class Sessions		
Session	Day/Location	Class Time/Period
Grades K - 8	Wednesday/Holy Trinity School	6:00 - 7:15 p.m.
Grades 9-10, Confirmation (11)	Wednesday/St. Michael Hall	6:15 - 7:30 p.m.

NOTE: Parents are welcome to sit in anytime during class. Please sign in with the Director of Faith Formation or Associate Director of Faith Formation before going to class with your child.

Grade Levels

Students should be enrolled in the same grade as their academic grade except in certain circumstances.

For those children who have not received formal catechetical instruction, missed any grades and/or Sacraments at the customary age, please contact the Director of Faith Formation or Associate Director of Faith Formation in the Faith Formation office for individual "catch-up" classes.

Sacramental Preparation for First Reconciliation, First Holy Communion & Confirmation

Students will not be enrolled in Second Grade unless they have completed First Grade or can demonstrate knowledge of the First Grade material. Latin Rite students are required by Canon Law to have reached the age of seven to receive these Sacraments. Preparation for Confirmation is begun in ninth grade and completed in eleventh grade: students must complete all these grades or demonstrate knowledge of the material covered in all these grades in order to receive the Sacrament of Confirmation.

MASS/Prayer Services

We will be celebrating Mass and Prayer Services throughout the year. We encourage family members to attend these masses. The students will be sitting with their classes during the Mass/Prayer Services.

The Sacrament of Reconciliation (Confession)

Reconciliation will be scheduled for the students during the year. All students are expected to know the Act of Contrition and the proper procedures for the sacrament. The students will learn this in class but parents should review these procedures at home. Please see your child's "**Prayers, Catholic Beliefs and Practices**" booklet for the procedure of Reconciliation. These opportunities for Reconciliation should merely complement the families' frequent reception of the Sacrament of Reconciliation.

Safe Environment Education

All Catholic schools and religious education programs in the Diocese of Milwaukee must include the Safe Environment Education (S.E.E.) in their curriculum. It focuses on using the virtue of chastity and respect for ourselves and one another to teach the children about safe environment issues and the sanctity of the human person. See the Faith Formation Schedule/Calendar for dates of when each class will be participating in the *Safeguarding God's Family Class*. Parents are welcome to attend.

Learning Disabilities/Health Related Problems

If your child has a learning disability or health-related problem, this information should be annotated on the registration form. All information will remain confidential, but this information will be passed on to the Catechist, as this information will be helpful in teaching your child. If your child has an IEP (Individual Education Plan), please provide us with that information. Please contact the Faith Formation Office for further information, so we may have the tools to better instruct your child.

The Journey Program

There is an option to enroll in “*The Journey Program*” through St. Francis Cabrini Parish in West Bend. Journey is a Catholic Religious Education Program that is designed to meet the spiritual and sacramental needs of persons ages six through adult with developmental disabilities. The Journey Program meets every other week at St. Francis Cabrini. Please contact the St. Michael / Holy Trinity Faith Formation office – 262-626-2650 - for more information.

Medical Needs

If your child needs special medications such as an inhaler or epi-pen, your child must carry them to and from class every week. Your child must be able to self-administer emergency treatments; our staff and volunteers are not qualified to do so. Please advise the Faith Formation Office of your child’s allergies/medical or emotional conditions and the proper responses. This information is kept confidential and shared only with your child’s teachers for safety purposes.

First Reconciliation / First Communion

Students in “Sacramental Years” preparing for First Reconciliation and First Holy Communion in Grades 1 and 2 are expected to faithfully attend weekly classes and demonstrate the practice of their Faith by attending Sunday Mass weekly. First Reconciliation and First Communion dates are to be determined.

Parents of students with habitual or consecutive absences from class will be required to discuss the child’s readiness to receive Sacraments that year with the Director of Faith Formation and/or pastor. Additional testing or repeating the grade may be required.

Confirmation Requirements



Confirmation at Holy Trinity/St. Michael's Parishes takes place in the junior year – 11th grade. The following are required for students preparing for Confirmation:

- Write an essay on the life of the saint chosen and why you chose that saint
- Provide Sponsor Information
- Regular Meetings with Sponsor
- Confirmand's baptismal certificate (if not on file)
- Perform Works of Mercy and Spiritual Activity
- Write a Letter of Intent to the Bishop
- Be interviewed by the parish priest or deacon.
- Demonstrate a Basic Knowledge of the Faith

Timeline of the requirements are given at the parents' meeting. For further information on all aspects of the Confirmation preparation, contact the Associate Director of Faith Formation. Students and their parents are encouraged to view Confirmation not as a "graduation" from religious education, but rather as a threshold of grace that leads to an adult understanding of the Faith.

PLEASE NOTE: *The major Confirmation requirements listed above need to be turned in by the due dates to assure receiving Confirmation. Requirements can be turned in at class or directly to the Faith Formation Office or sent in by mail to Holy Trinity Faith Formation Office, 305 Main Street, Kewaskum, WI 53040.*

Students preparing for Confirmation are expected to faithfully attend weekly classes and demonstrate the practice of their Faith by attending Sunday Mass weekly. **Students who have excessive absences will not be prepared for receiving the Sacrament of Confirmation, which could result in delaying their Confirmation.** All make-up work for missed classes must be completed to assure the student's readiness to receive the Sacrament of Confirmation.

Prayers to be Learned by Grade Level



A life of prayer begins in the home. We strongly urge you to reinforce a life of prayer at home by praying the prayers found in the chart below with your child.

Each class will begin and end with prayer. The **Diocesan Curriculum Guidelines** assign basic prayers to be learned for each grade level. These prayers are to be reviewed, explained and memorized (prayed) by the students. The students will be tested on the prayers that are required for their grade level. The students should pray the prayers for their grade in addition to the prayers they learned from the previous grades.

Grade	Prayers to be Learned
Kindergarten:	<ul style="list-style-type: none"> • Pray Sign of the Cross with appropriate gestures • Prays Before Meal Prayer • Begins to learn the Lord's Prayer • Genuflection
Grade 1	<ul style="list-style-type: none"> • Memorizes the Sign of the Cross • Prays the Our Father • Prays the Hail Mary • Prays the Glory Be to the Father
Grade 2	<ul style="list-style-type: none"> • Memorizes the Sign of the Cross • Prays the Our Father • Prays the Hail Mary • Prays the Glory Be to the Father • Act of Contrition • Prayer before and after meals • Able to follow and pray the Nicene Creed from a book/paper
Grade 3	<ul style="list-style-type: none"> • Prays the Our Father • Memorizes the Hail Mary • Prays the Act of Contrition • Prays the Apostles' Creed • Prays the Rosary
Grade 4	<ul style="list-style-type: none"> • Prays the Prayer of St. Francis • Memorizes the Apostles' Creed • Prays prayers from previous grades
Grade 5	<ul style="list-style-type: none"> • Prays to the saints in union with the Father, Son & Holy Spirit • Prays Nicene Creed • Prays Apostle Creed • Prays the Rosary • Prays prayers from previous grades
Grade 6	<ul style="list-style-type: none"> • Knows that the Canticle of Zechariah and the Magnificat are part of the Liturgy of the Hours
Grade 7	<ul style="list-style-type: none"> • Experience relationship with God through Meditation, spontaneous prayer and retreats.
Grade 8	<ul style="list-style-type: none"> • Experience presence of God through retreat experience.

Volunteer Opportunities

The Faith Formation Program cannot function without the generous support of its volunteers, including teachers, teacher's aides, substitute teachers, office helpers, chaperones and those that help with various activities. If you volunteer on a weekly basis, one child's registration fee will be waived.

Child Safety Program for Volunteers

The Diocese of Milwaukee mandates a program of safe-environment and abuse awareness training to ensure protection for children in parish-sponsored activities. Volunteers in parish-sponsored programs having contact with children must attend the one-time Safeguarding God's Family Training seminar and submit a completed Background Check and a Code of Ethics form. We ask that paperwork be processed and cleared prior to the start of class. You must register online in advance to attend the mandatory Safeguarding God's Family Seminar at www.archmil.org. For more information contact the RE office at 262-626-2650.

Homeschooling

Please contact the Faith Formation office for more information about homeschooling for the Faith Formation Program.

Prayer Support

Every spiritual endeavor that seeks to bear spiritual fruit needs prayer support! Please keep the Faith Formation Program, Faith Formation teachers, volunteers, priests, staff and of course our children, in your daily prayers and sacrifices. With God on our side, we cannot fail! God Bless you and your families!



Acknowledgement of Family Faith Formation Handbook

I have read through the *Faith Formation Family Handbook* with my child. We agree to the procedures outlined and understand the consequences for failure to follow them.

Parent Signature

Date

Additional Information (Sample Forms):

- Discipline Notice
- Student Behavior Reflection

Holy Trinity / St. Michael Faith Formation
DISCIPLINE NOTICE

Students Name:		Date:	
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Grade:		Teacher:
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Offense:

Interrupting while others are talking

Non-Stop Talking

Leaving His/Her Seat

Standing/Moving around

Action Taken / Warnings:

Parent Signature	Student Signature	Teacher
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Student Behavior Reflection

Name: _____ Date: _____

Grade: _____ Teacher: _____

What did I do? (Acknowledgement)

What negative effect did my actions have on my learning and of those around me?
(Understanding)

What can I do to prevent this from happening again? (Commitment)

Student Signature