

# **St. Anselm Parish School of Religion Handbook**



**Parish Center Building**

**530 S. Mason Road**

**Creve Coeur, MO 63141**

**[www.stanselmstl.org](http://www.stanselmstl.org)**

## **St. Anselm Parish PSR Philosophy of Catholic Education**

### **Philosophy:**

St. Anselm Parish School of Religion is dedicated to a Catholic philosophy of education. We guide our students in learning about our Catholic faith, in celebrating as a Catholic community and in reaching out in love and service to others. In cooperation with the parents, who are the primary religious educators of their children, the students in our program will become knowledgeable and devout Catholics, thus becoming mature individuals with Catholic ideals and values.

### **Mission Statement of PSR Faculty:**

We, the faculty of St. Anselm Parish, under the guidance of the Holy Spirit, are called to help the children in learning to know, love and serve God. We are called to the mission of Jesus Christ to love God through love for one another. Our vision is to invite young people to a relationship with Jesus Christ and assist these children to see and understand the role of faith in one's daily life and in the larger society.

### **Mission Promise as Faculty and Parish Staff:**

We dedicate ourselves to evangelization, catechesis and ongoing formation on all levels with an awareness of our responsibilities and privileges to this community. We affirm our call to bring the message of Jesus to all in St. Anselm Parish and extend ourselves to the building of the Kingdom of God.

### **Goals of the Religious Education Program:**

1. Joyfully proclaim the good news of Jesus Christ to students and all members of the parish community.
2. Develop the sense of a loving, caring, praying community among students, parents and all parishioners.
3. Lead students and parents in a deepening self-awareness and commitment to a faith that is living and active and permeates all of life.
4. Enable students and all parishioners to reach out in loving service to others.

### **Objectives:**

1. Cultivate programs that will nourish faith development appropriate for all age levels.
2. Facilitate the spiritual growth in regard to sacramental programs for students, parents and sponsors.
3. Encourage and support one another as catechists in the forming of a faith community that spreads the message of Christ by word and example.
4. Assist in the faith formation of parents as they guide their children's religious development.
5. Offer students many opportunities for prayer, weekly liturgy celebration, reconciliation and other seasonal celebrations.
6. Develop a safe environment for all children and youth as we implement the Archdiocesan Protecting God's Children program, Safe Environment policies and Safe Touch program.
7. Provide emotional, inspirational and loving methods of including children with special needs in our program and sacramental preparations.

### **Tuition and Registration:**

St. Anselm PSR welcomes our Catholic students in Kindergarten – Grade 7 who attend non-Catholic schools. Registration forms are renewed each year for all students. Tuition Fees: one child \$130; two children \$215; three children \$325; and four or more children \$400. PSR registration forms must be returned with media release form and tuition fees.

### **Class Times:**

Classes are held on either Sunday mornings or Monday evenings. Please check the calendar for PSR class times and holidays. Classes may be canceled due to inclement weather. We will follow the Parkway School District cancellations, so if they cancel due to weather, we will be closed too.

### **Sunday Class: 9:00AM-10:30AM**

**Little Church-Preschool Class (Ages 18 months - 5 yo): Sunday mornings during 10:30AM Family Mass**

**Monday Class: 4:45PM-6:00PM**

### **Preschool Program- Little Church:**

Little Church is childcare offered during the 10:30am Family Mass every Sunday for children between the ages of 18 months and 5 years. It is located in the Parish Center building classrooms. Little Church is a preschool and nursery program that introduces our children to Jesus Christ through prayer, play and fellowship. No sign-ups are required, and this is a free service. Simply drop in and sign in!

### **Attendance:**

Regular class attendance is crucial to a child's religious education. It is expected that a child will miss ONLY for a most serious reason. (Sports aren't really serious.) If your child will be absent from class, please call the Parish Office or email the DRE. We will notify the teacher of the student's absence, and he/she can prepare assignments for the child to complete and return the following week. Completing lesson assignments is important so the student is familiar with lesson curriculum and feels prepared for the following class.

### **Arrival and Dismissal:**

Punctual arrival of students is expected. The students only have class once a week, so it is important that all students arrive prepared for class. All students must be picked up by an adult inside the Parish Center building at dismissal time. This is for all grade levels, and we ask that parents take this procedure seriously and help us to enforce this safety measure for their children.

### **Homework/Class Projects:**

We strongly encourage parent involvement in homework and our PSR program in general. Homework will be assigned throughout the school year. It is expected that assignments be completed in a timely manner. Please inquire about a child's lesson assignment and ask questions about their weekly curriculum. This will help parents to be aware of what their children are learning in class. Students are expected to come prepared for class each week. They should have their textbook and needed supplies.

**Take Home Family Kits:**

We offer the children in each grade level (kindergarten - 7<sup>th</sup> grade) the opportunity to participate in our take home activity kit. It is a great way to learn about stories from the Bible, our Catholic teachings and play games in a FUN way! Each child has this bag and game all week. Enjoy this kit as often as you wish with family members and friends. Please return the bag to the next PSR class. Make sure to put all the kit pieces back in the box so the other classmates have a chance to enjoy this activity too! If you are unable to attend class, please deliver the bag to the Parish Center building prior to the next class, so it will be available for another PSR classmate.

**Teacher Conferences:**

We have Parents-Teacher conferences one day a year during a PSR class time. Reports will be given and discussed at this time. This is at the end of the first trimester in our program. We encourage every parent to attend. Your child's teacher will be able to offer you insights and answer any questions you may have. You can also email your teachers for progress reports throughout the school year. We encourage open communication between the home and PSR program. Please let us know whenever you see a problem.

Report cards are evaluated three times a year, and they are mailed to the home. **(October-January- May)**

**Discipline:**

Each student has a right to a classroom atmosphere that is conducive to learning. Teachers, with the support of parents, encourage and challenge students to grow in self-discipline and respect for others. The teacher in the classroom will handle minor problems. Parents will be informed if a child is sent to the Director of Religious Education.

**Sunday Mass:** The Eucharist is the CENTER of our faith; PSR is incomplete without regular attendance at the Table of Our Lord. It also provides community fellowship between our PSR families. We encourage all families to attend a Saturday or Sunday Mass. The Family Mass is offered at 10:30AM every Sunday in the Worship Space, and this is a great Mass for young children.

**Family PSR Events:**

Throughout the PSR school year, we will offer several religious events and prayer services. Family participation is encouraged but not required. Please check the calendar and plan on joining our PSR community for these special celebrations.

**Parish Involvement/Communication:**

Please stay connected with our parish website, weekend bulletins and emails from our PSR staff! We offer a variety of events throughout the entire year, and we would love for you and your family to participate. We are always looking for more opportunities to bring our community together, so let us know if you have any ideas or suggestions.

**Parish Office Phone Number:** 314-878-2120

**Website:** [www.stanselmstl.org](http://www.stanselmstl.org)

**Facebook- PSR Program:** [www.facebook.com/stanselmprsr](http://www.facebook.com/stanselmprsr)

**Marge Meiners (Director of Religious Education):** [mmeiners@stanselmstl.org](mailto:mmeiners@stanselmstl.org)

## **Safety for Children in St. Anselm Parish PSR**

**Safe Child Statement:** It is our desire to maintain a safe, secure and Christian environment centered on the Gospel Values of Jesus Christ.

### **Procedures in place are:**

1. Screening on child abuse regularly takes place on Teachers/Employees/Coaches/Aides and others who regularly work with or around the children at St. Anselm Parish.
2. Fire drill procedure and practice (Fire Alarm System monitored by Durrell Security)
3. Earthquake drill procedure and practice
4. Violence Prevention:
  - a. Violence consists of threats, actions, gestures that result in or have the potential to result in fear, anger or injury. Harassment, assault, possession and or use of any weapons, theft or vandalism of property are **not** permitted. **ALL** threats will be taken seriously. The safety of all is given paramount consideration when making decisions regarding discipline of persons who violate this policy.
  - b. Violent threats, actions of violence (student toward student or toward teacher, coach or teacher toward student, etc.) will not be tolerated and will be taken seriously. The staff at St. Anselm Parish commits to preventing violence in classrooms, homes and all places of parish gatherings. Dignity of life, respect for each individual are at the root of Jesus' Gospel Values.

### **Development of new policy for 2018-19:**

**Intruder Drill:** Due to increased need for security a procedure will be put in place for such an action. St. Anselm Parish has created a "Security and safety committee" with their mission to improve the safety of our children and families within the entire parish campus.

## **PLEASE NOTE:**

1. **The West Entrance Door to the Parish Center will be open during PSR classes. The North Door will be locked. There is a doorbell.**
2. **Security cameras are in place at the West, North and Foyer doors.**
3. **All parents please continue to come inside the building to pick up your students at dismissal.**
4. **Sunday Little Church families please continue to drop off and pick up your child.**