

## Christ the King Parish

POBox 156  
Ferdinand, Indiana 47532

# ***Religious Education Parent/Student Handbook***

At Christ the King Parish our program is to be supplemental to the parents' teaching and living out the Catholic faith. For Pre-K through 8<sup>th</sup> grade the goal is not only for the children to build a strong foundation and loving relationship with Christ, but also to become familiar with the traditions and practices of the Catholic faith.

### **Student Conduct**

Students are to be seated and respectful when in the classroom. Disrespect, continual class disruption, shouting, running, abusive behavior towards other students in word or action, or the destruction of property, are not allowed. If student discipline becomes necessary, the classroom teacher will handle this unless the situation is continual and requires assistance. Then the PCL will intervene, and if necessary, parents will be contacted. A student may be removed from a class in progress if conduct does not improve immediately so that instruction can resume. At no time will a student be sent from the building. Corporal punishment of any kind is never permitted.

### **Class Cancellation**

In cases of inclement weather, for children attending the St. Ferdinand Campus classes are canceled any time there is a 2-hr delay or school is canceled the entire day. For children attending the St. Henry campus on Sundays, a Flocknote text message will be sent to the parents.

### **Illness or Emergency**

When enrolling students in Religious Education classes, parents are asked to indicate any medical concerns or learning disabilities of which teachers should be aware. This information is kept confidential. Home and emergency contact names and phone numbers are also required. This information should always be kept current! Any student who becomes ill during class will be removed from the classroom and be in the care of the PCL. Parents will be contacted

immediately. No medications of any kind may be given to a student. A first aid kit is on the premises for minor needs.

## **Arrival and Dismissal**

**Tuesday mornings** – Students in Grade 5/6 who ride the **bus** will be dropped off in the front of the Spiritual Life Center. The students are to immediately enter the building and proceed down to the lower level using the stairs. Students arriving by car should be dropped off outside the doors of the lower level of the SLC under the awning. Vehicles should enter around the west side of the building and exit going east to 10<sup>th</sup> street.

At dismissal, students will be transported to Cedar Crest Intermediate School via the parish Spirit bus and a contracted bus at the end of religion classes.

**Wednesday mornings** - Students will walk to and from Ferdinand Elementary School under the supervision of PCL and 2 other adults.

**Tuesday/Wednesday afternoons** – Students in Grade 7/8 will arrive via the parish Spirit bus. Students will be dropped off to enter the SLC via the side door on the east side of the building.

At dismissal, students will be bussed back to Forest Park Jr/Sr High school via a Southeast Dubois School Corp bus. Any children walking or being picked up by their parents must notify PCL at beginning of year if it is recurring, otherwise must be notified at each instance.

**Sunday morning** - classes begin at 8:30a.m. (or after 7:30 Mass) and end at 9:30a.m. Upon arrival at St. Henry, students are to report immediately to their assigned classrooms. There should be no loitering outside on the grounds where there is no adult supervision.

For dismissal, teachers are to accompany their students out of the building. Students must stay on the lawn in front of the Religious Education building until a parent/guardian arrives.

## **Curriculum**

All curriculum is approved by the Evansville Diocese and soundly adhere to basic Catholic doctrine. Students grades PreK through 8<sup>th</sup> grade receive lessons from Sophia Institute's Spirit of Truth curriculum, with some additional class time used for the TOBET curriculum, Mass, and Reconciliation. Parents may request to see texts at any time, and they will be sent home for examination.

## **Catechists**

Catechists and substitute teachers must be at least 18 years of age and be faithfully practicing Catholics in good standing within the Church. All catechists and anyone working with children are required annually to complete the Diocesan Youth Protection Program indicating

they understand their obligation to protect all children in their care and to report any suspected child abuse (physical, emotional, sexual, or neglect). They are also to have a background check conducted by the Diocese of Evansville every 5 years. All of which is done on the Diocese CMG Connect portal.

Catechists arrive 10 minutes prior to classes beginning and are in their classrooms. Classroom doors remain open until instruction actually begins. The PCL (Parish Catechetical Leader) is in the building prior to classes beginning and while classes are in progress.

## **Youth Protection Program**

The Evansville Diocese requires that all students annually receive age-appropriate information concerning personal safety. This information is presented by watching an approved age-appropriate video via the diocese's online CMG Connect website portal. Our parish may occasionally invite personnel from *Crisis Connection* in Jasper, IN to present this information. Topics include safe use of computers/technology, environmental safety, and personal safety.

## **Sacramental Preparation**

Students in 2<sup>nd</sup> grade often celebrate First Reconciliation and First Communion (2<sup>nd</sup> semester); however, children from any grade above 2<sup>nd</sup> grade are welcome to receive the sacraments. A certificate of Baptism is required by the Dioceses to be able to receive these 2 sacraments. If the family of the child receiving these Sacraments is not a member of Christ the King, the family will be required to obtain a letter from their home parish's priest giving permission for the child to receive the sacraments at Christ the King. Otherwise, the child can receive sacramental preparation at Christ the King's religious education program and then receive the Sacraments at the family's home parish. A specific calendar for parent meetings, parent/child sessions from the "Blessed" First Reconciliation and First Communion workbook series, and practices is given to parents in September. Parent meetings are very important, and attendance of both parents is encouraged.

Information required to receive First Reconciliation and First Holy Communion at Christ the King:

- Baptism Certificate
- Letter of approval from home parish priest if not parishioners of Christ the King
- Sacramental Prep form completed.
- Completion of 1<sup>st</sup> Reconciliation and 1<sup>st</sup> Communion workbooks from Blessed Series (done at home)