

# St. Jude Parish Religious Education Family Handbook



**2010-2011**

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# Welcome!

*Dear Parents,*

*We would to thank you for letting us serve your family through the various ministries St. Jude offers to aid parents in their child's faith formation. It is not easy managing a family these days and there are many activities that we are all involved in. So, we know you are really putting your faith first when you choose to make a space in your schedule for your children's religious education. Your children will also come to understand the importance of faith in your family's life, by seeing the emphasis you place on attending these weekly classes.*

*It is the intention of these programs that they are done in partnership with the teaching that goes on in your home. Parents are the first teachers of their children and the work done in these programs is meant to enhance your efforts. Please be involved with what your children are doing in the classroom. Ask them about their class work; follow up their studies with your own understanding of the topic or by incorporating it into your home in some way. When you pray together as a family, keep the catechists, and volunteers that serve these programs in your petitions. Ask God to bless the work they do so it will yield rewards for the children they serve as well as themselves.*

*We hope this family handbook will give you a good understanding of what our programs seek to accomplish. Please familiarize yourself with it so you fully understand the procedures and philosophies that the program contains. It is not easy serving a community that is as large as St. Jude, so we hope this document can help insure that we have a safe and fruitful year with the children.*

*Please always let us know if there is anything you would like to share. We can be reached by email or at 780-7591. Hopefully by working together we can create the type of environment that projects the Christian message and helps form ourselves and the lives of our children.*

*Peace,*

*Tammy Stewart  
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## Ministers to the Parish

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# **Commission for Faith Formation (FFC)**

## Our Mission

*The FFC of St. Jude, Indianapolis seeks to invite and empower those individuals desiring to strengthen their faith by teaching Catholic beliefs, traditions, and values to enhance the spiritual life of our parish and community.*

## Three Year Goals (2007-2010)

A Religious Education Taskforce has been formed to undertake a renewal of the traditional Religious Education program...

1. To more fully integrate the families participating in the religious education program into our church community in order to help them feel a generosity of spirit, genuine, enthusiasm and sincere welcome.
2. To create a desire in the parents to participate and support their children's faith formation.
3. To implement engaging and creative lessons and activities which inspire children to apply Christian values to everyday life.

## Commission Members

Rachel Dees (2006), Bob Degitz (2006), Barb Fahringer (new 2010), Kelly Keenan (2008), Dennis Mack (2010) Sally McCarthy (2010) Tracy Smith (2008), Ron Sondgerath (2005), John Stewart (2005), Casey Strange (2009), Ryan Thomas (2009), and Melinda Wiley (2010)

## Programs That Are the Responsibility of the FFC

Elementary Religious Education  
Sacramental Prep for Reconciliation  
Sacramental Prep for First Communion  
Children's Liturgy of the Word (CLOW)  
Cherub Church  
Rite of Christian Initiation of Adults (RCIA)  
Rite for Christian Initiation of Children (RCIC)  
Vacation Bible School (VBS)  
Kids and Moms at Play (KAMP)  
Adult Formation Committee (AFC)  
Adult Confirmation  
Welcoming Catholics Back Home (WCBH)  
Family Days

# St. Jude

## Sunday Morning Religious Education

### Policies and Procedures

#### Open Door Policy

As always, there is an open door policy to all classrooms. If you would like to sit in on your child's class, please introduce yourself to the catechist and let them know what your intentions are. If you have any concerns or questions about the program please inform the Director of Religious Education, Annette Calloway.

#### Faith 2000

Faith 2000 is a standardized assessment that is given to the 3<sup>rd</sup> and 6<sup>th</sup> grade once a year in parishes of the Archdiocese. The assessment does not grade your child's spirituality. It does provide important information on the effectiveness of the curriculum used and it points to knowledge topics that might need to be addressed. The assessment will be administered in February.

#### Attendance

Attendance records will be kept. Consistent attendance will nurture your child's spiritual development and faith knowledge. If you know in advance that your child will be absent from class the following week, please tell your child's catechist so they can plan accordingly.



#### Homework

There will be times when children will have homework. Please encourage your child to do his/her best completing their tasks. Please also insure your child comes to class prepared in all ways. If the catechist has sent home the book, make sure your child brings the book to class with them each week.

#### Behavioral Expectations

All students are expected to behave in a Christian manner. This means the child's behavior should demonstrate respect towards their catechist, adult helpers and fellow students. Catechists will handle most behavior issues in the classroom with reminders of appropriate behavior, but should a child's behavior continually interfere with the rights of others in their class, it will be brought to the attention of the parents.

In severe cases it may be necessary that a child withdraw from the program and other means of faith formation are sought. This would be arranged through the administrator (level coordinator or director of religious education) of the program.

#### Class Drop-Off and Dismissal

Our program takes place on Sunday mornings 9:45-11:45am with two eight week semesters; Fall Semester-September through November and Winter Semester- January through March , which include a snow make-up date. The students should be dropped off in their assigned classroom after the first day of classes. Pick-up will be from the child's classroom at 11:45am. Dismissal from the classroom is necessary to insure all children are met by the person authorized and that

they get safely to their vehicles. Please let your catechist know if someone other than the child's parent will be picking them up.

## **Mass Attendance**

Sharing in the Word and Eucharist is the cornerstone of our faith as a Catholic community. As such, every member has the responsibility to attend Sunday Mass. Children rely on their parents to make this happen. They learn more from actions than what they hear in the classroom. Parents, please be sure you are bringing your children to Sunday Liturgy and participating in the Mass.

## **Family Information Changes**

If your telephone, e-mail, or address changes, please notify the Faith Formation Office in the Parish Center. Keeping our records up to date helps us keep you up to date on information. Contact Tammy at 780-7591 or [tstewart@stjudeindy.org](mailto:tstewart@stjudeindy.org)

## **Closing/Cancellation of Sessions**

If weather is questionable check radio and the local TV stations. In the past we have used the following stations. An updated list will be handed out closer to the season, but we expect it will remain about the same. Please note that each of the Television Stations have web-sites you can check as well.

### Television Stations

Channel 6 WRTV

Channel 8 WISH

Channel 13 WTHR

### Radio Stations

WIBC 1070 AM

## **Fees**

There is a \$40.00 charge for one child in the elementary religious education program, \$75 for 2 children, and \$100 for 3 or more. There is no fee for sacramental preparation for reconciliation or first communion. The fees collected are put back into the program and used for such things as textbooks, teaching aids, classroom supplies etc. Catechists and Co-Catechist's are not charged the fee for their children as a small token of our appreciation for all the time they give to make these classes happen.

The fee should never be a deterrent to children attending our programs. If there is any financial difficulty please contact the Tammy Stewart and arrangements will be made.

## **Parent volunteers**

Room parents are always appreciated to help to organize classroom parties, service projects and other special events. Please see your child's Catechist if you are interested in assisting in this way.

Regular volunteers in all children's programs are required to complete a background check, read To Be Safe and Secure, the archdiocese policy on the protection of minors, and participate in "Protecting God's Children" administered by VIRTUS, as mandated by the Archdiocese of Indianapolis.

## **Policy Statement on Medication**

The Archdiocese of Indianapolis recognizes that parents (guardians) have the primary responsibility for the health of their children. Although it is strongly recommended that medication

be given in the home, the health of some children and youth may require that they take medication or receive other medical care while in the care of the Catholic school, parish or archdiocesan program.

Parents (guardians) have a responsibility to confer with their physician or other medical practitioner to arrange medication intervals to avoid administration of medication outside the home whenever possible.

When medication absolutely must be given at other times outside the home, parents (guardians) shall provide explicit written instructions including instructions as necessary from their physician or other medical practitioner regarding the need for prescription medication or specific medical care.

Parents (guardians) shall also provide written permission for non-medically trained school, parish or archdiocesan personnel to oversee the self-administration of medication or necessary routine medical care by the child depending upon the age and capability of the child or youth.

Medical circumstances requiring the direct measuring and/or administration of medications, injections, blood tests, observation of symptoms, specific emergency responses and/or direct administration of medicine by non-medically trained staff personnel shall be handled on a case-by-case basis according to a specific health care plan developed and signed by a physician or other health care professional and kept on file for the child. In some cases, it may be necessary to preclude a child from enrollment in a school or participation in a program if appropriate medical care cannot be provided by non-medical staff.

Archdiocesan personnel are generally protected from liability for administering emergency first aid in good faith by the Indiana Good Samaritan Law (IC 34-30-12).

Adherence to this policy, rules and guidelines will generally protect employees from liability for actions described above performed in good faith. Licensed medical practitioners, volunteering or employed by the archdiocese, shall have greater latitude in judgment in the administration of medication in accordance with the standards of medical care that apply to their specific profession, including the supervision of non-medical personnel in providing certain medical care.

## Program Descriptions

### Elementary and JR High Religious Education

For students who attend township schools, religious education is provided on Sunday mornings 9:45am-11:45am in the parish school. This age appropriate curriculum complies with the Catechism of the Catholic Church, as outlined by the guidelines of the Archdiocese of Indianapolis. By creating opportunities to grow through prayer, service activities and classroom experience, this program will enhance a child's faith development.



For grades 1-6, the formal book that is provided to the catechist is RCL's Faith First. The unique "spiral" design of their curriculum teaches the pillars of the *Catechism* – Creed, Sacraments, Morality and Prayer – every year in every grade level. By Organizing the scope and sequence of topics in this way, Faith First, builds upon and reinforces what children have previously learned. As children grow **and** mature, Faith First offers them the opportunity to develop a more mature faith. Families can reinforce what is talked about in the classroom by using the interactive activities on their web-site; [www.faithfirst.com](http://www.faithfirst.com).

Grades 7-8 students will use a religious education program that addresses real-life teen issues and different learning styles. The Discovering Program is a comprehensive set of minicourses and teaching resources that focus on relationship building, active student participation, and sound religious principles.

### Preparing Children of Catechetical Age for Initiation into the Church

The Rite of Christian Initiation for Children, RCIC, is a process of conversion for children of catechetical age (3<sup>rd</sup> grade) whose parents wish them to be initiated into the Catholic Church. This process involves regular meetings lead by a designated catechist and usually with other children to learn about the teachings of the Church. These sessions are designed and scheduled based on the needs of families each year and usually culminate with entry into the Church at the Easter Vigil service. Parents must be registered members of the parish or participating in the Rite of Christian Initiation of Adults. This program is also appropriate for older children who were baptized as infants, but who have not continued in their formation and made reconciliation or their first communion.



## **Second Grade Sacramental Preparation Policies**

Regular attendance in a formal religious education program such as the Sunday Morning Religious Education Classes, St. Jude School or verified homeschooling program is required for children who wish to participate in the sacramental preparation program of our parish for Reconciliation and First Communion. This means that if you have a child wishing to prepare for Reconciliation and First Communion in second grade, they must be participating in some formal program for both their first and second grade years.

### **Reconciliation:**

Preparation for this sacrament begins in September of the second grade year for the students enrolled in St. Jude School or the Religious Education Program. This preparation program is multifaceted to ensure that the children not only understand the sacrament, but have an experience that really helps them grow in faith. The facets of the program include classroom preparation using their religious education textbook, sessions to foster parent support and community celebration through liturgy

Parents are responsible for bringing their children to Reconciliation sometime throughout the year, when they feel their child is ready. This should take place before First Communion day.

### **Eucharist:**

Although preparation for this sacrament takes place throughout the second grade year, a heightened effort begins in January. At this time, parents are given resources to use at home, which will reinforce the work the teachers and catechists are doing in the classroom. Classroom preparation centers on the book, Celebrating Our Faith. This book emphasizes the ongoing celebration of the sacrament using scripture, activity and prayer. Special liturgies continue to be offered on Sundays to mark the children's progress in this year of spiritual journey.

As with the Reconciliation piece of second grade sacramental preparation, the parents are required to engage in enrichment sessions which sometimes include the children. These sessions are intended to enrich the family involvement in the child's faith journey and allow the children to see their parents as their first roll-model.



## Prayer Partners

As part of the curriculum guide the diocese gives us a schedule of when some of our traditional prayers should be introduced to the children. With the limited classroom time the children spend in religious education, it is not possible to help the children learn all of these prayers by heart. This is why we ask the parents to become our partners in this mission. Using the schedule below and the prayers provided would you please help your children learn them in your home?

1 <sup>st</sup> Grade	2 <sup>nd</sup> Grade	3 <sup>rd</sup> Grade	4 <sup>th</sup> Grade	5 <sup>th</sup> Grade	6 <sup>th</sup> Grade
Sign of the Cross Hail Mary The Lord's Prayer Glory Prayer Meal Prayers	Sign of the Cross Hail Mary The Lord's Prayer Glory Prayer Meal Prayers	Sign of the Cross Hail Mary The Lord's Prayer Glory Prayer Meal Prayers	Sign of the Cross Hail Mary The Lord's Prayer Glory Prayer Meal Prayers	Sign of the Cross Hail Mary The Lord's Prayer Glory Prayer Meal Prayers	Sign of the Cross Hail Mary The Lord's Prayer Glory Prayer Meal Prayers
	Act of Contrition Praise Prayer	Act of Contrition Praise Prayer	Act of Contrition Praise Prayer	Act of Contrition Praise Prayer	Act of Contrition Praise Prayer
		Apostles Creed	Apostles Creed	Apostles Creed	Apostles Creed
		Rosary	Rosary	Rosary/Mysteries Stations of the Cross	Rosary/Mysteries Stations of the Cross
				Prayer to the Holy Spirit	Prayer to the Holy Spirit

### Sign of the Cross

In the Name of the Father, and of the Son,  
and of the Holy Spirit, Amen.

### Hail Mary

Hail Mary, full of grace, the Lord is with thee.  
Blessed art thou among women, and blessed is  
the fruit of thy womb, Jesus.  
Holy Mary, Mother of God, pray for us sinners,  
now, and at the hour of our death. Amen.

### The Lord's Prayer

Our Father, Who art in Heaven, hallowed be  
Thy Name. Thy Kingdom come. Thy Will be done,  
on earth, as it is in Heaven. Give us this day our  
daily bread and forgive us our trespasses as we  
forgive those who trespass against us; and lead us  
not into temptation, but deliver us from evil. Amen.

### Glory Prayer

Glory  
Glory to the Father,  
and to the Son,  
and to the Holy Spirit:  
as it was in the beginning, is now  
and will be forever. Amen.

### Grace Before Meals

Bless us, O Lord,  
and these Your gifts,  
which we are about to receive  
from your bounty,  
through Christ our Lord, Amen.

### Grace After Meals

We give thanks,  
Almighty God,  
for these and all Your blessings  
which we have received  
from your bounty,  
through Christ our Lord. Amen

### Act of Contrition

My God,  
I am sorry for my sins with all my heart.  
In choosing to do wrong  
and failing to do good,  
I have sinned against you  
whom I should love above all things.  
I firmly intend, with your help,  
to do penance,  
to sin no more,  
and to avoid whatever leads me to sin.  
Our Savior, Jesus Christ,  
Suffered and died for us.  
In his name, my God, have mercy.

**Praise Prayer** (from Psalm 118)

Give thanks to the Lord,  
for he is good,  
for his mercy endures forever.

**Apostles' Creed**

I believe in God,  
the Father almighty,  
creator of heaven and earth.  
I believe in Jesus Christ,  
his only Son, our Lord.  
He was conceived by the power  
of the Holy Spirit  
and born of the Virgin Mary.  
He suffered under Pontius Pilate,  
was crucified, died, and was buried.  
He descended to the dead.  
On the third day he rose again.  
He ascended into heaven,  
and is seated at the right hand  
of the Father.  
He will come again to judge  
the living and the dead.  
I believe in the Holy Spirit,  
the Holy Catholic Church,  
the communion of saints,  
the forgiveness of sins,  
the resurrection of the body,  
and the life everlasting. Amen.

**Nicene Creed**

We believe in one God,  
the Father, the Almighty,  
maker of heaven and earth,  
of all that is seen and unseen.  
We believe in one Lord, Jesus Christ,  
the only Son of God,  
eternally begotten of the Father,  
God from God, Light from Light,  
true God from true God,  
begotten, not made, one in being with the Father.  
Through him all things were made.  
For us men and our salvation he came down from  
heaven:  
by the power of the Holy Spirit  
he was born of the Virgin Mary, and became man.  
For our sake he was crucified under Pontius Pilate;  
he suffered, died, and was buried.  
On the third day he rose again in fulfillment of the  
Scriptures;

he ascended into heaven and is seated at the right  
hand of the Father.

He will come again in glory to judge the living and  
the dead, and his kingdom will have no end.

We believe in the Holy Spirit,  
the Lord, the giver of life,  
who proceeds from the Father and the Son.  
With the Father and the Son he is worshiped and  
glorified.  
He has spoken through the Prophets.

We believe in one holy catholic and apostolic  
Church.

We acknowledge one baptism for the forgiveness of  
sins.

We look for the resurrection of the dead,  
and the life of the world to come.

Amen.

**Praying the Rosary**

1. While holding the crucifix, make the Sign of the  
Cross and say the Apostles' Creed.
2. On the first bead and all the single beads, say an  
Our Father.
3. Pray one Hail Mary on each of the next three  
beads for an increase in faith, hope, and charity.
4. On the next single bead, pray the Glory Be.
5. Before praying the next set of ten beads (called a  
decade), first meditate on the first mystery.
6. Announce the mystery, imagine the event, and  
begin to meditate on it by itself or in association  
with whatever matter the mystery brings to your  
heart.
7. Pray an Our Father.
8. Pray a Hail Mary on the first bead of the decade,  
and on each following bead.
9. After praying the decade, pray the Glory Be. You  
may also want to add the Fatima invocation.
10. Reflect on the second mystery, then pray an Our  
Father on the next single bead.
11. Pray the Hail Mary on the next ten beads. Repeat  
the sequence around the rosary.
12. At the end of the last decade, pray the Hail Holy  
Queen.

**Fatima Invocation**

O my Jesus, forgive us our sins, save us from the  
fires of hell, and lead all  
souls to heaven, especially those most in need of thy  
mercy.

### **Hail, Holy Queen (*Salve Regina*)**

Hail, holy Queen, Mother of Mercy. Hail, our life,  
our sweetness, and our  
hope. To you do we cry, poor banished children of  
Eve. To you do we send up  
our sighs, mourning and weeping in this valley of  
tears. Turn, then most  
gracious advocate, your eyes of mercy toward us and  
after this, our exile,  
show unto us the blessed fruit of your womb, Jesus.  
O clement, O loving, O  
sweet Virgin Mary.

### **Rosary Mysteries**

#### **The Joyful Mysteries**

(Usually prayed Mondays and Saturdays)

1. The Annunciation of the birth of the Lord to Mary by the archangel Gabriel (Lk 1:26-38).
2. The Visitation of Our Lady with St. Elizabeth, the mother of St. John the Baptist (Lk 1:39-56).
3. The Nativity of Our Lord (Mt 1:18-25; Lk 2:1-20).
4. The Presentation of the Christ Child in the Temple (Lk 2:22-32).
5. The Finding of the Child Jesus in the Temple (Lk 2:41-52).

#### **The Sorrowful Mysteries**

(Usually prayed Tuesdays and Fridays)

1. The Agony in the Garden of Gethsemane (Mk 14:32-42).
2. The Scourging of Jesus (Jn 19:1).
3. The Crowning with Thorns (Mk 15:16-20).
4. The Carrying of the Cross (Jn 19:12-17).
5. The Crucifixion (Mt 27:33-56; Mk 15:22-41; Lk 23:26-49; Jn 19:16-30).

#### **The Luminous Mysteries**

(Usually prayed Thursdays)

1. The Baptism of Our Lord in the River Jordan (Mt 3:13-16).
2. The Self-Manifestation of Our Lord at the Wedding at Cana (Jn 2:1-11).
3. The Proclamation of the Kingdom of God (Mk 1:14-15).
4. The Transfiguration of Our Lord (Mt 17:1-8; Lk 9:28-29).
5. The Last Supper, when the Eucharist was Instituted (Mt 26).

### **The Glorious Mysteries**

(Usually prayed Wednesdays and Sundays)

1. The Resurrection (Lk 24:1-12; Jn 20).
2. The Ascension (Lk 24:50-53; Acts 1:1-12).
3. The Descent of the Holy Spirit at Pentecost (Acts 2:1-4).
4. The Assumption of the Blessed Virgin Mary (Song 2:8-14).
5. The Coronation of the Blessed Mother (Rev 12:1-4).

### **The Stations of the Cross**

1. Jesus is condemned to death.
2. Jesus accepts his cross.
3. Jesus falls the first time.
4. Jesus meets his mother.
5. Simon helps Jesus carry the cross.
6. Veronica wipes the face of Jesus.
7. Jesus falls the second time.
8. Jesus meets the women.
9. Jesus falls the third time.
10. Jesus is stripped of his clothes.
11. Jesus is nailed to the cross.
12. Jesus dies on the cross.
13. Jesus is taken down from the cross.
14. Jesus is buried in the tomb.
15. Jesus rises from the dead.

### **Prayer to the Holy Spirit**

Come, Holy Spirit,  
fill the hearts of your faithful  
and kindle in them the fire of your love.  
Send forth your Spirit and  
they shall be created and  
You will renew the face of the earth.  
Lord, by the light of the Holy Spirit  
You have taught the hearts of your faithful.  
In the same Spirit,  
help us relish what is right and  
always rejoice in your consolation.  
We ask this through Christ our Lord. Amen.

## Religion Guideline Standards

Below is the basic skeleton for the standards of religious education as articulated by the Archdiocese of Indianapolis.

### I. Creed

1. The learner will be able to present an understanding of the human need for God based on revelation and faith.

**Rationale:** For faith to be living; conscious, and active, it is important for students to understand the human desire for God.

2. The learner will be able to read, understand, and interpret, and apply Scripture to life.

**Rationale:** Scripture, as a vehicle of revelation, enables Catholics to discover truth about God, the world and themselves. As a reflection of the community's experience of God, Scripture gives meaning to prayer, unites values to knowledge, and inspires people to hope.

3. The learner will be able to illustrate a basic understanding of doctrine and dogma in light of the creed.

**Rationale:** Doctrine and dogmas of the Catholic faith, as vehicles of revelation, are essential foundations for life within the Catholic community.

4. The learner will be able to recognize the Trinity as God.

**Rationale:** Trinity is the central mystery of the Christian faith.

5. The learner will be able to illustrate a basic understanding of Church.

**Rationale:** Our understanding of God and our identity as Church develops through history. The Church, the Body of Christ, is a reflection of the active and continuing presence of God.

6. The learner will be able to demonstrate an appreciation for prayer as the primary way we come to know God and the community as the context for sharing faith within and beyond itself.

**Rationale:** A relationship with God is not merely a private affair. It is meant to be shared. Along with Scripture, prayer and good teaching, a dynamic faith community is essential to the spiritual formation of its members and to supporting and challenging them in becoming active disciples.

7. The learner will be able to exercise responsible stewardship for the gift of creation.

**Rationale:** Creation is a gift from God for all generations. It is the Catholic's responsibility to respect all creation; to share time, talent and treasure; and to preserve the gift for the future.

### II Sacraments

8. The learner will be able to demonstrate the importance of sacraments, with an emphasis on the centrality of the Eucharist, in the life of Catholics.

**Rationale:** Persons encounter God in the sacraments. The sacraments, most centrally the Eucharist, are the source and strength of the Catholic community and are essential to the life and mission of the Church and its members.

### III Christian Living

9. The learner will be able to examine a variety of Christian vocation as a response to the baptismal call.

**Rationale:** Through their baptism, God, calls all Christians to a discipleship that continues the mission of Jesus.

10. The learner will be able to acknowledge and affirm the dignity of the human person and community.

**Rationale:** Humanity, created in the image and likeness of God, is to be protected and enriched at all stages of life.

11. The learner will be able to apply Catholic principles to interpersonal relations.

**Rationale:** The Gospel call to love one's neighbor is the basis for all human interactions.

12. The learner will be able to know, critique and apply social justice principles to personal and societal situations

**Rationale:** Catholic teachings are upheld in the public arena as well as personal life. Catholics are called to discern discrepancies, where they exist, between social realities and Gospel values, and to develop strategies to make Gospel values operative.

13. The learner will be able to engage in service to the community (i.e. family, parish, local, national and global) in response to the Gospel call.

**Rationale:** By virtue of Baptism, Catholics are called to discipleship, which is manifest in loving service to others.

14. The learner will be able to develop a moral conscience informed by Church teaching.

**Rationale:** Personal life decisions consistent with Church teachings provide opportunities for healthy, holy living on the journey to salvation.

### IV Prayer

15. The learner will be able to know and participate in the Catholic tradition of prayer.

**Rational:** Prayer is essential to the relationship of the Christian to God and the community. Exposure to diverse expressions of prayer, together with traditional Catholic forms of prayer, creates openness to God.