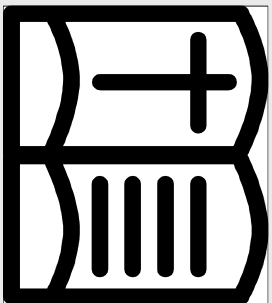


Blessed Trinity and St. Patrick
Parishes



Faith Formation
Handbook
2008-2009

300 Main St. Owego, NY 13827

Blessed Trinity and St. Patrick
Parishes

Faith Formation Staff

Office hours are M – F: 8:00 AM to 4 PM
687-1068

Pastor:

Rev. William A. Moorby

Director of Faith Formation:

Deacon Gary DiLallo

Director of Sacramental Preparation:

Cathy Wunder

Faith Formation & Sacramental Preparation Secretary:

Lisa Grant

**PRE K THROUGH GRADE 8
SITE PROGRAMS**

Site Coordinators

St. John
Cathy Durand 687-5607

St. Margaret Mary
Kathy Hamilton 625-2092

St. James
Mary Boyer 565-4878

St. Patrick
Kaila Gentile 743-0434

Welcome

Our Faith Formation program is designed to assist you in your role as the primary teacher of your children. This is your privilege and responsibility. You nurture faith in your children by showing them the richness and beauty of a lived faith by your example. As a parish family, we are also called to care for the precious gifts of children, especially those directly in our care. We must care for their spiritual as well as their physical needs and know that the gift of faith is being passed on to the younger members of our parish.

Faith Formation, as defined by the Diocese of Rochester, includes elements of education, spirituality, advocacy/service, community, HIV/AIDS, and Safe Environment.. The curriculum used for K through 5 is by the Pflaum Gospel Weekly series (Promise, Good News, Venture, Visions) and the Liturgical Programs (Totally Lent and Totally Advent). This is a unique program based on all four pillars of the catechism of the Catholic Church: word, worship, community and discipleship. It is age level appropriate, and each level presents specific connections to Catholic doctrine and tradition.

Our youth ministry programs involve prayer, service and scripture. They also gather in community for recreational and social activities.

Sacramental Preparation

Sacramental Preparation is offered for Confirmation, Confirmation/Eucharist, and Reconciliation. Preparation takes place outside of religious education classes and Catholic School and involves family participation.

Child must be attending faith formation classes or Catholic School for two years prior to receiving a sacrament.

Sacrament preparation is preceded by a mandatory information meeting to be attended by child and parent/guardian.

Classes will also be preceded by a family interview in which the child will be assessed as to readiness for the sacrament. Readiness will be determined by a member of the parish staff or director along with the parents/family.

Students must attend all of the required classes except in illness or emergency. A make up session will be scheduled by the director of sacramental preparation.

Reception of the sacrament will be in a community celebration at one of the Blessed Trinity/St. Patrick Churches.

There is a \$25 for the cost of books/materials for sacrament programs. If this cannot be met, then an alternative may be discussed with the pastor or faith formation staff.

For information on the sacrament programs as well as Diocesan Guidelines and readiness for the sacraments, contact Cathy Wunder in the Faith Formation Office.

First Reconciliation Information Nights:

Thursday, September 20, 2007 6:30 PM St. Patrick Church Hall

Class 1: Wed., Oct 3, 2007 6:30 PM St. Patrick Church Hall

Class 2: Wed, Oct 10, 2007 6:30 PM St. Patrick Church Hall

Class 3: Wed, Oct 17, 2007 6:30 PM St. Patrick Church Hall

Class 4: Wed, Oct 21, 2007 6:30 PM St. Patrick Church Hall

First Reconciliation Celebration with Family,

Tuesday November 13, 2007 6:30 PM St. Patrick Church

Faith Formation Calendar
2008-2009
PK– 5th Grade Class Schedule
(Thru 8th Grade St. Margaret Mary)

Sept	Oct	Nov	Dec	Jan	Feb	Marc	April	May
21	5	2	7	11	1	1	5	3
28	19	9	14	25	8	8	26	10
	26	16	21			15		17
						22		24

Home Program

We have a home based faith formation program for students that are not able to participate in our regular classes. We require that families/students participating in the home program complete a commitment certificate. With this commitment, there is an understanding and agreement to continue the family's life long task of growing in faith. Please contact the office at 687-1068 for information on this program.

Summer Faith Formation Program

July 13-24, 2009

St. Margaret Mary, Grades 1-5

9:00 AM– 12:00 PM

Youth Ministry Program

St. James:

Sr. YM

Leslie Fagan

Jr. YM

Debbie Kennedy

St. Patrick:

Sr. YM

Michael Grenier

Jr. YM

Jim and Sheryl Raftis

St. John:

Sr. YM

Cathy Aingworth & Mike Cucci

Jr. YM

Julie Durand

St. Margaret Mary:

Sr. & Jr. YM

Sue White



Policies

A. Registration: Families should first be registered in the parish. Then children should be registered in the faith formation program before admission. A baptismal certificate should be made available at the time of initial registration. Programs are available for preschool through grade 5. High School students are welcome to join our parish youth group. Grade 6-8 students are welcome to join Junior Youth Ministry and grades 9-12 are welcome to join Senior Youth Ministry at a participating site. Children/youth will not be admitted to any program if they have not registered.

After an initial registration, yearly registration packets are mailed or included in the family newsletter each spring. Book and material fees are \$25 per student with a family maximum of \$50. There is a late registration fee after September 1st.

B. Attendance: Regular attendance at religious education classes is an important factor in deepening a child's understanding of our faith through the study of Scripture, prayer, Church teaching, and community. Please contact your child's catechist if your child is ill or will be missing class. Certificates of Completion are awarded to those who attend class regularly. Perfect Attendance awards are also issued at the end of the school year.

C. Arrival and Dismissal: Please arrive at least 5 minutes before class begins. Children in grade Pre-K through 5 should be picked up at the designated area by parent/guardian.

D. Emergency Class Cancellation – Faith Formation classes will be canceled due to inclement weather. Contact your site coordinator who has the authority to make that decision.

E. Fire Safety: Fire drills will be conducted bi-annually during the school year.

F. Health concerns and medication: Health forms are to be completed each year, and returned with the registration forms. Special medical needs should be noted on the form. Confidential appointment with the Faith Formation director should be made to discuss special medical needs. If a child is diagnosed with a medical condition after registration, please inform the office as soon as possible.

Policies continued

G. Code of Conduct: Minors, parents, and chaperones must read the code of conduct/covenant before participation in programs and events.

* The purchase, possession or consumption/use of alcoholic beverages or other illegal drugs will not be tolerated. Failure to comply will result in immediate dismissal from the event. This policy also applies to adult volunteers and chaperones.

*Minors will not be allowed to smoke cigarettes or use tobacco products.

*Participants are expected to obey the directions of adults in charge (catechists, youth group leaders, chaperones).

*No dangerous or rough play will be tolerated.

*Final decision regarding acceptable behavior/consequences are the decision of the staff person in charge.

* In general, if the behavior of a minor child results in dismissal from the program, it is the responsibility of the legal guardians to provide, at their own expense, transportation for the dismissed child.

Expectations

A. Parents are expected to register and ensure that their children attend classes regularly and on time. Communicate any special needs or circumstances that may affect their child within the classroom. Participate faithfully in the Mass, the Sacraments and family prayer. Help your child learn formal prayers. Respond to announcements and letters sent home.

B. Students are expected to: behave in a Christian manner at all times; show respect and be cooperative with adults and other students.; actively participate in classroom activities and discussions; follow the class room code of conduct. No more than 4 absences will be authorized for a successfully completed year.

C. Catechists are expected to: provide a loving, Christian atmosphere within the learning environment so that children will be able to grow in their faith; prepare and teach designated curriculum; be a Christian role model; follow the volunteer code of conduct.

D. Volunteers are encouraged and welcomed to participate in every capacity of our Faith Formation program. People are needed to serve as regular program catechists, sacramental catechists, substitute catechists, teacher aides, and drivers. Contact the office if you would like to volunteer.

E. Discipline procedure: All students are expected to share in the faith learning experiences of the parish program. If a child's behavior disrupts the learning process, the steps below will be followed to ensure that class participation may continue.

1. At the first incident, the child will be reminded of expected behavior and the consequences of misbehavior.

2. After the second incident, the child will be sent to the office for a discussion with the site coordinator about appropriate behavior.

3. After returning to class, if inappropriate behavior continues, the child will be sent to the office. The child's parents/guardian will be contacted.

If the child continues to disrupt learning, a conference will be held to discuss alternative faith formation options.

This handbook is primarily a means of communication. It is meant to provide you, the parent/guardian, with helpful information on how we function.

The Blessed Trinity and St. Patrick Parishes Faith Formation program reserves the right to amend this handbook as necessary. Parents will be notified in writing if changes are made to any procedures or information contained in this handbook.

