

Parish School of Religion Education Handbook



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Welcome to St. Timothy Parish Religious Education Program. We are glad to have you as a part of our program. Our goal is to offer a program that continues to draw your student(s) and your family into our faith. We provide developmentally appropriate instruction and hands-on activities to enhance their knowledge and help them develop their own spirituality.

Drop off and Pick up Procedures

Parents will be allowed to drop their students off at the front or back entrance to PSR. We will be in the lobby area for every class time to assist all students in finding their classroom. Parents are allowed to escort their children in to class.

At Dismissal, students in the 1st to 3rd grades should be picked up at the classroom by a parent or previously arranged older student. Please wait in the hallway, avoiding the door window. Thanks.

Parents are their children's primary teachers in matters of faith. We will do our best to keep you informed on what is going on in our Parish, what your student(s) are learning and when class times and activities are scheduled. We utilize e-mail communications and flyers sent home in student folders and bags, as well as providing scheduling updates in the Mass Worship Aid each week.

We ask that you take seriously the religious education program and its expectations. Your attitude toward the program speaks louder than words. Share your faith with your children. Come to Mass weekly as a family. Tell them how you learned about your faith and what that faith means to you. You are the best and most effective teacher your children will ever have!

Student Expectations

St. Timothy seeks to provide a safe and effective learning environment for the students who attend religious education. Behavior that is disrespectful or harmful to self, teacher or other students is unacceptable.

Students are expected to:

- Be kind and polite toward others
- Be respectful of their teachers and demonstrate reverence in Church
- Be attentive and involved in class and all scheduled activities
- No personal use of cell phones during class
- Be a good steward of our classrooms and grounds.

If a student participates in behaviors contrary to the above expectations which the teacher judges to be disrespectful or harmful to self, teacher or other students, the student will be subject to the discipline procedure.

Content of our program has changed this year. We are now using the Sophia series called Spirit of Truth for our Kindergarten through Confirmation program. Our Sunday Morning Preschool will still be using the RCL Benziger publication Stories of God’s Love.
(All program material and books are available for review upon request)

Classes meet at the following class times.

All Grades 1-8	Sunday	8:00 a.m. to	9:15 a.m.
	Sunday	10:00 a.m. to	11:15 a.m.
	Wednesday	6:00 p.m. to	7:15 p.m.
RCIC	Sunday	10:00 a.m. to	11:15 a.m.
Sunday School	Sunday	9:30 a.m. to	10:30 a.m.

Cancellation of Wednesday night classes due to bad weather will follow the Boone County Schools in most cases. If schools close or dismiss early because of bad weather, our classes will be cancelled. You will receive an automated e-mail on those occasions.

Cancellation of Sunday classes is less likely to occur due to our obligation to attend Mass. If you deem it too dangerous to travel at your child’s class time then do not do so.

Attendance

It is our expectation that students will attend all scheduled classes. If a student cannot attend their regularly scheduled class, please contact us to try and attend a different class within that same week, so class content is not missed.

All Sacrament Preparation Students will be considered unprepared to receive the sacrament if they miss more than two classes without reaching out to cover the content at home, missed required retreats and/or do not attend Mass regularly. Students will not be allowed to receive the sacrament with their class if they are considered unprepared.

Discipline Procedures

Teachers will make every attempt to handle disrespectful or harmful behaviors within their classroom according to their training and their best judgement, following approved guidelines.

If a student's behavior is repeatedly disrespectful or harmful, they will be removed from the class to speak with the DRE. Upon resolution the student can return to class. If a problem persists we will reach out to parents to pick the student up and schedule a meeting to discuss and resolve the situation in the best way for the student.

