

Family Handbook  
2019-2020  
Religious Education Program  
First Grade through Grade Eight



Saint Francis of Assisi  
1501 West Boughton Road  
Bolingbrook, Illinois 60490  
(630) 759-7588 ext. 109



Dear Parents,

Religious Formation is a life-long process and your family is **PRIMARY!** Church writings call the family, “the domestic church.” The parish experience, for children, is an extension of the religious formation that is received in their family. The St. Francis of Assisi Religious Education program partners with families in the passing on of the Catholic faith. A formalized, systematic program of children’s religious formation is available from 1<sup>st</sup> grade through 8<sup>th</sup> grade.

It is important that children continue their formation each year so that they come to understand and experience their faith along each of their developmental levels. Our ability to learn, understand and practice our faith changes along our life journey. Having the faith and understanding of a second grader is not sufficient to face the challenges and opportunities of the world as a middle school student, teenager or an adult.

This handbook is meant to be a resource to inform you of parish and diocesan policies and to answer frequently asked questions. If you have other questions or concerns please don’t hesitate to contact me.

Please be aware of any announcements or changes in schedule in the bulletin and through emails. There will be a section in the bulletin with Religious Education news and updates weekly.

We are looking forward to a faith-filled year!

God bless,

Liz Wagner  
Director of Religious Education.

(630) 759-7588 ext 109

[lwagner@stfrancisbb.org](mailto:lwagner@stfrancisbb.org)

Tuesday	11:00am - 7:30pm
Wednesday	11:00am - 7:00pm
Thursday	will vary
Friday	closed

## REGISTRATION REQUIREMENTS

Those registering for religious formation classes must meet these criteria:

- The family must be **registered as parishioners** of St. Francis of Assisi.
- All forms must be filled out completely and signed.
- A copy of each child's **baptismal certificate** must be on file at the parish or included with your registration.
- Tuition & fees or payment agreement is expected at time of registration.

## Tuition & Fees

Tuition for Religious Education Program is:

\$255.00 for one student

\$325.00 for two students

\$375.00 for three or more students

Sacrament fees are: Reconciliation and First Eucharist \$35.00

Confirmation \$60.00

Registration forms are available in the Religious Education Office and on the parish website [www.stfrancisbb.org](http://www.stfrancisbb.org). While best efforts are made to honor class placement requests, class sizes are limited and placement will be made on a first completed registration, first placed basis. Once classes begin, it will not be possible to change assigned class days or times.

## SACRAMENTS

The Diocese of Joliet requires that children complete a minimum of two consecutive years of religious formation before receiving sacraments. Sacramental preparation includes parent meetings for 1st Reconciliation (in the Fall) and 1st Eucharist (typically in January) and Confirmation (in the Fall.)

In 2nd grade, our children normatively receive the Sacrament of Reconciliation in the late fall and the Sacrament of Eucharist in the spring. Children must have participated in RF in first and second grade.

In 6th & 7th grades, our youth have the opportunity to begin preparation for the sacrament of Confirmation, which will be celebrated near the end of 8th grade. These years are designed to be a time of inquiry, study, prayer, service and reflection. Confirmation is a sacrament which requires the student to make a personal choice to be Catholic. This begins their young adult journey of faith. All parish requirements must be completed and the students must have been enrolled in Religious Formation on a regular basis in previous years to be eligible to celebrate the sacrament of Confirmation.

## **COMMUNICATION WITH FAMILIES**

### **Weather and Other Emergency Closings**

If a class is cancelled due to an emergency or inclement weather, listen to WGN 720 AM or log on to our website for a link to Emergency Closing Center for information on Religious Education Class cancellation.

### **Change of Information**

Please notify the Religious Education office if you should move or change any of your phone numbers, including your emergency contact number and email address.

### **Custody Issues**

It is the responsibility of the parents to inform us of a change in status of the marital situation or a custodial situation. Normally, it is presumed that both parents have equal access to a child. If this is not the case, the custodial parent must inform the RF Director in writing, and with adequate documented evidence, that the other parent cannot have unlimited access to the child.

### **Pick-up and Drop-off Procedures**

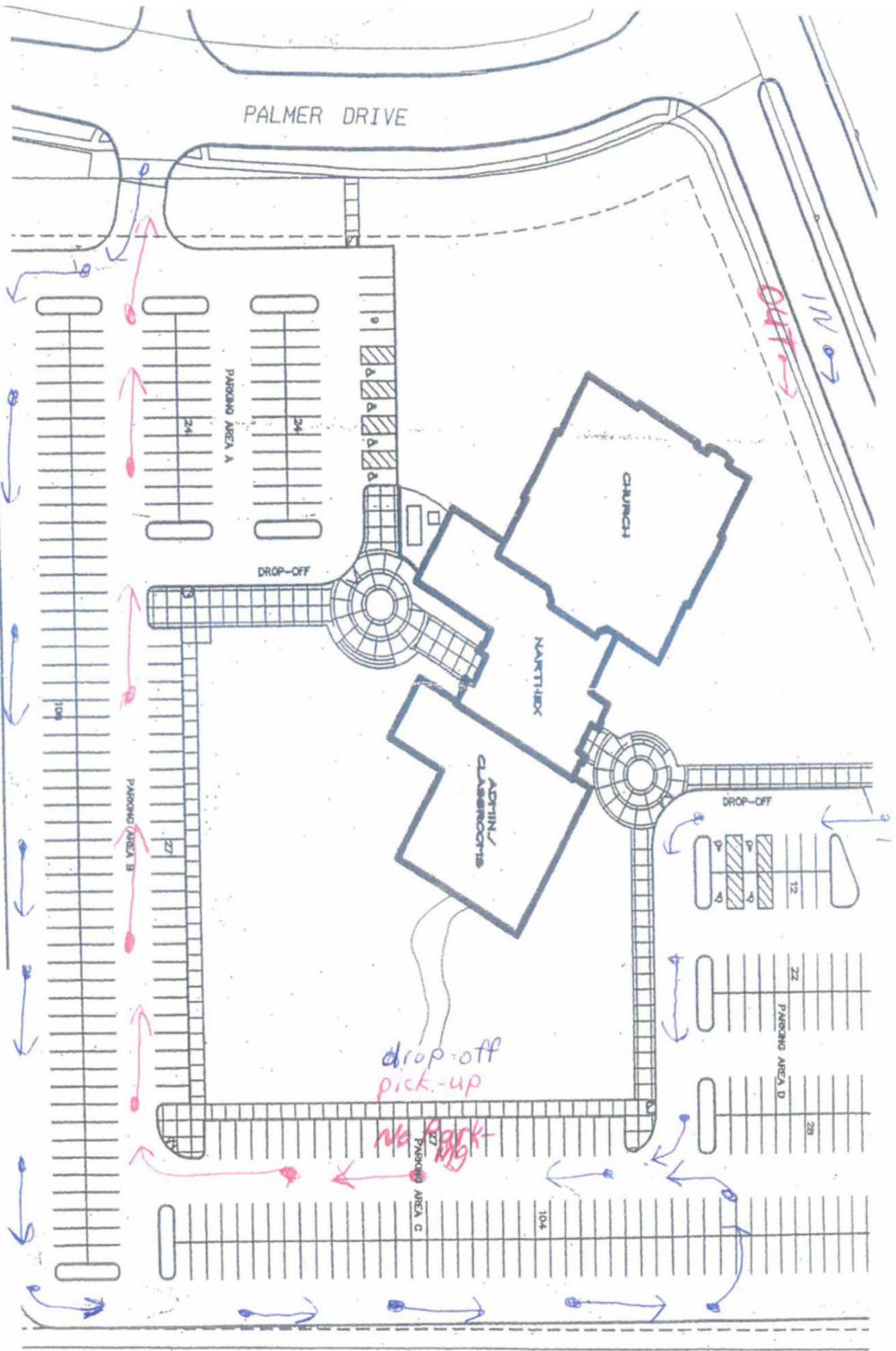
Entering the parking lot off Boughton proceed to the east side and down first aisle going south. At sidewalk please drop-off child(ren) and proceed out of parking lot through the Palmer exit.

Entering the parking lot off Palmer proceed to the outside aisle around to the Boughton end and around to the next aisle going south. At sidewalk please drop-off child(ren) and proceed out of parking lot through the Palmer exit.

There will be no parking in the six spaces that are directly in front of the sidewalk. If you park in the row after the aisle, please come to the sidewalk to escort your child (ren) across traffic.

Parents of 1st graders please come in to pick-up your child or you may have an older child walk the 1st grader out.

Please follow these directions for the safety of our children. See map on next page.



**Pick-up and Drop-off Procedures**

Entering the parking lot off Boughton Rd. proceed to the east side and down first aisle going south. At sidewalk please drop-off or pick-up child(ren) and proceed out of the parking lot through the Palmer exit.

Entering the parking lot off Palmer proceed to the outside aisle around to the Boughton end and around to the exit aisle going south. At sidewalk please drop-off or pick-up child(ren) and proceed out of the parking lot through the Palmer exit.

There will be no parking in the six spaces that are directly in front of the sidewalk. If you park in the role after the aisle, please come to the sidewalk to escort your child(ren) across traffic. Please follow these directions for the safety of our children.

## Religious Education Guidelines

What do we expect of the children?

1. Arrive on time ALWAYS with textbook.
2. Attendance
  - A. If a child is going to be out of class for illness, a death in the family or some other reason, please contact the Religious Education at (630) 759-7588 ext 109.
  - B. If a child is absent and no one has called to inform us, a phone call will be made during the class time.
  - C. There are no make-up classes available. Parents are responsible to go over the material at home with their child.
3. Respect and courtesy at all times, for catechist, for all adults, and for all other children.
4. Cooperation with classroom rules. We insist on respect for textbooks, Bibles, and all materials used. If a student defaces a book, he/she must purchase a new one.
5. Respect for the Church environment. The Blessed Sacrament is present. No running or shouting.
6. Do not bring gum or candy into Church or classroom. Because of food allergy concerns, we ask that no food is brought to class.
7. If a student has a health problem, someone at the R. E. desk will contact a parent.  
**We must have an emergency phone number on file.**
8. Children are asked to use the bathroom before class. There should be FEW emergency visits. If there is a serious problem, please notify us. Otherwise they may not leave the classroom.
9. If there is a discipline problem, a student will be given appropriate attention at the office and/or a parent will be called. *We reserve the right to move a student to an other class or send him/her home if a problem persists. This will only be done after consulting a parent.*

What do we expect of the parents?

1. To be sure child(ren) are on time for class.
2. To be responsible to make all scheduled meetings, including and especially sacrament parent meetings if your child is in a sacrament grade.
3. To pick-up child(ren) on time, if you will be late in picking up your child(ren) please notify the office so arrangements can be made.
4. Parents of First Graders must come in the building to pick-up your child. If an older child (4th grader or above) is registered, he/she may pick-up the first grader.
5. Please follow drop-off and pick-up procedures found on pages 5 and 6.
6. Please stand next to your car as children are dismissed. This will eliminate confusion for the children.

## REQUIREMENTS FOR EACH GRADE LEVEL

On each grade level the children and young students are required to study and to commit to memory a certain body of facts related to Catholic teaching. This body of knowledge contains a balance of Scripture, Doctrine, Church Law, and Liturgy/Sacraments/Prayer. These are taught at an appropriate grade/age level according to the children's ability to understand. This scope of knowledge increases just as the understanding of these teachings continues to grow throughout a person's life.

Since the published programs available are numerous and need to be changed at times, this handbook will not cover all of the requirements for each grade. Most programs follow the same themes for each grade level, these are:

First:	God – Creator
Second:	Jesus
Third:	Church
Fourth:	Morality
Fifth:	Sacraments/Beatitudes/Commandments
Sixth:	Scripture/Liturgy
Seventh:	Creed and New Testament
Eighth:	Morality and Confirmation

Prayers, Liturgy, Doctrines, and Church Law to be mastered at each grade level:

First:	Sign of the Cross, Our Father, Hail Mary, Glory Be, and Prayers before and after meals
Second:	Sign of the Cross, Our Father, Hail Mary, Glory Be, Prayers before and after meals, Act of Contrition (Sorrow), and Simple form of the Commandments
Third:	All of the above plus The Apostles' Creed, Ten Commandments and Joyful Mysteries of the Rosary
Fourth:	All of the above and Sorrowful, Glorious and Luminous Mysteries of the Rosary
Fifth:	All of the above and Seven Sacraments (definition and the outward signs of each), Jesus' law of love, Gifts of the Holy Spirit, Order of the Mass, and the Church Year
Sixth:	Same as fifth grade
Seventh:	All of the above and the Spiritual and Corporal Works of Mercy, and be familiar with the New Testament
Eighth:	Immediate focus is Confirmation, students are to know all of the above and the Fruits and Gifts of the Holy Spirit, and the Church Organization

## Sacramental Requirements

### Reconciliation and First Communion

Parent meetings

One for Reconciliation

One for First Communion

Home Study for both

Complete progress poster for both

#### **Class attendance**

Be enrolled in religious education for two consecutive years (including the sacramental year)

Child can not miss more than 3 classes in the sacramental year.

### Confirmation

Parent/Confirmandi Meeting

Sponsor/Confirmandi Meeting

Work with/in sponsor book

Service projects – 15 hours

Retreat

Saint report (**must be on their Confirmation name they choose**)

One Letter to Pastor

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Child can not miss more than 3 classes in the sacramental year.

