



St. Luke's Parish

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Faith & Family Catechism Program

www.st-luke.ca/faithed



"Learning in a Faith Community" GUIDELINES

Including Sacramental Preparation

The family is our first community and the most basic way in which we discover the meaning of life and the meaning of our faith. The church believes in working in partnership with the family to bring forth a meaningful faith journey.

With the help of many volunteers, we promise to bring Jesus to your children with love, faith and integrity. Our teaching tool for catechism is Faith First (www.faithfirst.com) and for Children's Liturgy we use Gospel Weeklies (www.pflaum.com). The "Learning in a Faith Community" program is a continuation of the "Learning as a Family" Program and is intended to help your child build community while completing their preparation for the reception of the Sacraments of Reconciliation, First Eucharist and Confirmation.

EXPECTATIONS OF CHILDREN AND PARENTS

Registration in the Faith & Family Catechism Program implies the expectation that **you and your household** will participate actively and responsibly in the faith journey of your child. Our catechism program relies on your collaboration as well as the good will of our volunteers.

Out of respect for our volunteers, and to ensure **the safety, enjoyment and spiritual development** of the children, for all families enrolled in the Faith & Family, we have established certain expectations:

Parents

1. Ensure that your child attends catechism classes and/or related activities regularly and punctually as per the provided schedule.
2. Should an absence be unavoidable, ensure that the missed lesson be completed at home prior to the following week's lesson.
3. Attend weekly mass with your child. Children's liturgy is available for your child beginning at the end of September until Father's Day. No registration is required as this is part of the Faith & Family program.
4. Attend **CAFE** (Catholic Adult Faith Enrichment) workshops. Day and evening workshops are offered. The schedule will be available in September

Children

1. Show respect to fellow students and leaders.
2. Refrain from using foul language.
3. Refrain from disruptive behaviour.
4. Refrain from causing bodily harm to other students and leaders.
5. Show respect for class supplies and facilities.

Should we experience difficulties with your child the following procedures will be followed:

- Step 1: The catechist will intervene with the child and/or parent.
- Step 2: If necessary, someone from the Faith Education Team will intervene with the child or parent.
- Step 3: If further intervention is still necessary, the parent(s) will be contacted and asked to attend class with their child.
- Step 4: Should parents fail to comply with step 3 or if the child's behaviour routinely interferes with the functioning of the Faith & Family catechism program, the child will be asked to withdraw from catechism for the remainder of the year.

Step 5: The following year, the Parish Catechetical Leader with the child's parents will re-evaluate the child's readiness and desire to resume the faith journey.

ATTENDANCE POLICY

In order for your child to benefit from this program, **regular attendance** at all the classes is essential.

Please report absences by leaving a message at (514) 683-4941.

We are aware that in a twenty-week program, absences may occur. In an effort to maximize your child's learning experience, it will remain the responsibility of the parents to make up the missed lesson with the child, using the student workbook. In the event that your child is to be absent for an extended time, due to medical or other reason, please contact a member of the Faith Education Team so that other arrangements can be made.

Please do not wait more than a week to make up a missed lesson; otherwise your child will fall behind in the program.

Please note: If repeated absences do occur and the lessons are not completed at home, your child could be asked to repeat that level.

CATECHISM HOURS

Level 2 Wednesday 4:15 to 5:30pm – Saturday 3:30 to 4:45 pm

Level 5 Wednesday 4:15 to 5:30pm – Friday 6:45 to 8:00 pm - Saturday 3:30 to 4:45 pm

Level 6 Tuesday 4:00 to 5:30pm – Friday 6:45 to 8:15 pm - Saturday 3:15 to 4:45 pm

✓ Please be on time to drop off and pick up your child.

MASS

One of the best ways to make this faith journey meaningful is to celebrate the Mass together as a family. Mass attendance is an obligation we take on as baptized persons. When we bring our children to be baptized, we promise to raise them in the faith. Going to Mass is part of this commitment. Children's Liturgy for children 3 to 12 years old is available at all masses from late September until June.

For that reason, parents are expected to attend Mass on Saturday or Sunday. (Mass celebrated on Saturday after 5:00 pm is considered a "Sunday" Mass.)

Mass Schedule

English Mass: Saturday 5:00 pm, Sunday 9:00 am, Sunday 12:30pm

French Mass: Sunday 10:45 am

SACRAMENTS

* A child may receive the Sacrament of First Communion when he/she completes 2 years of catechism. A child may request to receive the sacrament of Confirmation when he/she completes the Level 6 program.

* First Communion and Confirmation celebrations will take place after Easter. Letters requesting your choice for First Communion date will be handed out in the fall. Your date will be confirmed in January and will be assigned on a first come, first served basis. We appreciate your understanding in accepting the dates that will be given to you. This demonstrates a true sense of community. Where changes are requested due to extenuating circumstances, please know that every possible effort will be made to accommodate you.

FINANCIAL CONTRIBUTION

The parish community at large financially supports the Office of Faith Formation and Evangelization. However, **a financial contribution is requested yearly at registration.** Your contribution fee is an

important aspect of maintaining our current level of programs. These contribution fees cover 50% of our costs. The fee/contribution structure can be found on the registration form.

Our costs include workbooks for your child, catechist's manuals, supplies, resources, formation and support for our catechetical team and staff. The parish provides comfortable classrooms as well as a beautiful church that is inviting and well maintained.

Families in our program benefit not only from a workbook but also from the dedication of our volunteer catechists, the expertise of our staff, enrichment activities for the children, retreats, seasonal liturgies, complementary faith enrichment programs for adults (CAFE), children's liturgy, family events, newsletters, Web Site and more.

All are welcome to participate regardless of their ability to pay. We understand that a family's particular situation may make this contribution difficult. We do not wish to add undue hardship on any family. Should this contribution be difficult please contact the director of the office: Michael Johnston. The conversation will be kept in the strictest confidence.

SECURITY COMES FIRST

The safety of all the children is our concern. Please help us keep all the children safe by following these simple rules:

1. Park your car properly in the parking lot... **DO NOT DOUBLE PARK OR BLOCK FIRE LANE.**
2. When picking up your child (regardless of his/her age): come into the church and wait in the hall and/or church for your child to exit from his/her class. Please do not wait at classroom doors.

✓ No children of any age should be waiting outside for their parents.

WEATHER

In the event of an extreme snow/ice storm, please do not call the church to inquire if catechism is still on. There will always be someone to welcome the children if they come. However, use your judgment... if driving is dangerous, please stay home and review that week's lesson with your child.

COMMUNICATION IS KEY!

Children in this program will receive Newsletters and/or letters at class time. Information will also be communicated through the parish bulletin and e-mail. **Please keep a look out for these important communication tools.** (Going through his/her Faith First bag and workbook is a good idea.) The calendar of events can be found on the Faith Education section of Saint-Luke's Web page (www.st-luke.ca/faithed). Upcoming events will be published in the parish bulletin and we will try to send out e-mail reminders.

If you have a change of address, phone number or e-mail address, please notify the office immediately, so we can keep our files current.

If any issues arise that require special attention or consideration, please notify your catechist or someone from the Faith Education Team. *Please do not hesitate to contact us at any time.* We will be happy to listen and to answer your questions when you bring your child to catechism or after the weekend masses.

Office of Faith Formation and Evangelization

faithed@st-luke.ca

Telephone: 514-683-4941 fax: 514-683-0836

<http://www.st-luke.ca/faithed>