

PARENTS HANDBOOK

2017-2018



SAINT ROSE OF LIMA CATHOLIC CHURCH
CHRISTIAN FORMATION
210 SOUTH CHAPEL STREET
POST OFFICE BOX 557
LAYTON, UT 84041
(801) 544-4269

LETTER FROM THE PASTOR AND DIRECTOR

Dear Parents:

Thank you for joining us for the 2017-2018 Christian Formation year. We are pleased to have each of you as members of our catechetical program. Faith Formation engages the mind, heart, and will. Our goal is to develop cognitive and affective abilities and nurture spiritual growth leading to an adult commitment to Christ.

We seek to be a parish where people of all ages can grow in knowledge, wisdom and understanding of God through Christ and His Church, so that we become reflections of Christ in all that we do. All parishioners are strongly encouraged to continue to learn and grow in faith, so that we can live the faith, pass it on to the next generation, and share it with the wider world.

Faith Formation includes becoming familiar with the symbols, creed, sacred scriptures and other traditions of our Church, as well as actively participating in the sacramental life of the Church. Since affective faith develops through relationships and in community, we seek to build a welcoming and accepting parish through friendship, hospitality and active works of charity.

It is very important to take the time to read this handbook with your child/children carefully. It contains all the information about the program, the requirements and much more.

Please feel free to talk to us about any concerns or problems you might have. We are here to support you in any way we can.

God bless you!

Rev. Clarence J Sandoval
Pastor

Kevin Cummings
Director of Parish Christian Formation

SAINT ROSE OF LIMA CATHOLIC CHURCH, LLC 245

210 South Chapel Street
PO Box 557
Layton, UT 84041

Christian Formation Staff

Pastor: Rev. Clarence J. Sandoval (ext. 300)
Deacon: Willis D. Bassett
Deacon: Manuel D. Trujillo (ext. 309)
Deacon: Bernardo Villar
Parish Registration (Only): Ana Solórzano Martinez (ext. 301)
Parish Director of Faith Formation: Kevin Cummings (ext. 307)
Assistants of Christian Formation: Karina Mendoza and Theresa Jackson (ext. 303)
Director of Youth Ministry: Richard Pike

Parish Contact Information

Office 801-544-4269
Fax 801-593-0808
E-mail church@stroseut.org
Web Page www.stroseoflimacatholic.net

Parish Office Hours: Mon - Fri 8:00am - 4:00pm
Closed Every Monday from: 10:00am -11:00am for Staff Meeting
Closed Daily from: 12:00pm - 1:00pm Lunch

Mass Times

Daily Mass
Monday, Tuesday, Wednesday, Friday 9:00am
Thursday: Communion Service 9:00am
Saturday Vigil Mass 5:00pm
Sunday Masses 8:00am, 10:30am, 12:30pm (Español), 6:00pm (Lifeteen)
Holy Days of Obligations:See Parish Bulletin for schedule
Adoration of the Blessed Sacrament - Wednesday 9:30am - 5:45pm
ConfessionsSaturday 3:30pm - 4:30pm and upon request

Christian Formation

Thank you for allowing us to collaborate with you in the formation of your children and teens. It is truly an honor! Faith Formation begins in the home, and is augmented by systematic catechesis, spiritual support and prayers from our parish community. Saint Rose of Lima parish is committed to providing an environment that will allow our students to learn, gain experience, and grow as members of our Catholic Faith. Our Christian Formation welcomes all children and teens who are in Pre-K through High School.

SACRAMENTAL PREPARATION

Children of the appropriate age undergo preparation for the sacraments of Reconciliation, First Eucharist and Confirmation. The reception of a sacrament for the first time is an important step in the process of Christian initiation begun at Baptism. For this reason, careful study and preparation are of primary importance.

Here at Saint Rose of Lima, two years of continuous Christian Formation are required and weekly attendances to Sunday liturgy are required.

Sacraments of Reconciliation and First Holy Communion: Preparation for these Sacraments begins when the child is starting 1st grade in regular school.

Confirmation: Preparation for this Sacrament begins when the child is starting 8th grade in regular school.

REGISTRATION FEES AND REQUIREMENTS:

- YOU MUST BE A REGISTERED PARISHONER AT SAINT ROSE OF LIMA to enroll your children in Christian Formation. To register in the parish please come to the office. See page 3 for office hours. Christian Formation enrollments will not be taken in the parish office. Tuition is \$20.00 per student. Payment is due at the time of registration.
- Copy of Birth Certificate
- Copies of all Sacramental Certificates
- Preschool students must be 4 years old by September 10th to enroll.
- Students preparing for a Sacrament, who have attended classes last year at another parish, are required to have a letter from that parish stating their attendance, and course of study.

What does Tuition cover?

Tuition covers books, supplies, crafts and any materials needed for class.

Welcome to the Christian Formation school year! In order to ensure a successful year please review the following information regarding our policies.

The Christian Formation school year 2017-2018 starts Sunday, September 10, 2017

English Classes	9:15am – 10:15am	Grades Pre-K – 5 th
Spanish Classes	11:00am – 12:15pm	Grades Pre-K – 5 th
Edge and Life Teen	4:30pm – 6:00pm	Grades 6 th – 12 th

TEACHERS/CATECHISTS

The teachers/catechists of Saint Rose of Lima are volunteers who donate their time and talent, and believe deeply in Jesus and the teachings of the Catholic Church. They are alive with the joy that comes from living the Gospel message have a desire to share that belief and “Good News” with others. All volunteers are cleared through our Safe Environment program and background check. All volunteers are provided with training and support along the way to lovingly and energetically teach our children about the love of Christ for each of us, prepare our children for the reception of the sacraments, and to instill in them knowledge of our Catholic faith.

PRAYER

The Catholic Church has a beautiful and rich tradition of prayers that have come down to each generation over the centuries. These forms of prayer are valuable for several reasons: they permit us to pray when perhaps our spirits are such that we cannot seem to master speaking to God spontaneously. They unite all of us together as individuals, permitting us to pray the same prayer as a group. Prayer is an ongoing experience; it begins when the very young child experiences a relationship with God through his parents. Where can a child better learn a spirit of prayer than from the teaching and example of his/her own parents? With this in mind, please pray the following prayers with your child: Sign of the Cross, Glory Be, Our Father, Act of Contrition, Hail Mary, and Apostles Creed. Copies of these prayers are available in Christian Formation Office. Students preparing to receive Sacraments are expected to know these prayers by heart.

MASS ATTENDANCE

Going to Mass is a gift and a privilege for all Catholics. It is our badge of identity with the Church. For many, it is the most frequent way of staying in touch with God through Scripture and the Eucharist. The Eucharist is a banquet to which Jesus personally invites us. We ask that you attend Mass as a family. Review all the prayers, responses and readings with your child. Explain as much as you can about the Mass. For all students, but especially for those who are studying to receive the Sacraments of First Holy Communion or Confirmation, weekly Sunday Mass attendance is expected. We ask that you bring your child and that you use the student envelopes each week. This practice will help your children understand the importance of attending Mass and of contributing to the support of the parish.

CLASS ATTENDANCE

We ask that students attend class on a regular basis. Good attendance is vital for the student success in bringing them closer to Jesus, achieving a closer relationship with God and an opportunity to learn how to experience God in many ways. For all students, but especially for those who are preparing to receive a Sacrament NO more than 5 classes can be missed during the school year. Five missed classes are to be used for sick or serious situations. In the event the student is absent more than 5 times a parent will be required to meet with the Director. At this review, the student will either be re-admitted to the program, or asked to make up special assignments. Your child may be required to repeat the year if they do not meet our attendance standards.

TARDINESS

Class begins on time and when a student is late it disrupts the class, causing the teacher to take time from the lesson to integrate the student to the class. We will start classes on time and we ask you to have your child at the classroom in time to start.

DROP OFF /PICK-UP POLICIES

Any authorized person picking up a student MUST have a proper picture ID and be 18 or older. They must also be listed on the “pick up card” which is on file in the classroom. Otherwise, the student will NOT be released and parents will be contacted to pick student up. We expect students to complete the full session of each class. If you need to pick up your child early, please speak with the Director. All students must be dropped off/picked up in their classrooms for their own safety. (We don't want children in the parking lot where there are lots of moving cars.).

DISMISSAL

Please wait quietly in the hallway outside the classroom until the bell rings and the teacher dismisses your student to you, one at a time. Please avoid bringing food or drinks into the Christian Formation Center.

DRESS EXPECTATIONS

Children must dress appropriately and respectfully when coming to class. No mini-skirts, No tank tops, No shirts exposing belly, No pants below the waist, No short shorts, No sleepwear and nothing with disrespectful language or images. No skates, flip-flops or slippers. If your student is dressed inappropriately, we will contact you to resolve the issue.

STUDENT DISCIPLINE AND EXPECTATIONS

- Behave in a respectful, appropriate, Christian manner at all times and be cooperative with adults and other students
- Have respect for classmates, teachers, staff, class supplies including books and church property
- Actively participate in classroom activities and discussions
- No use of obscene language, physical violence, disrespect to classmates, teachers or staff, or vandalism
- No items such as food, gum, laser pens, toys, cell phones, electronic devices or other items considered by the teacher to be inappropriate may be brought to class
- Follow rules and consequences to be posted in the room
- Dress appropriately when coming to church
- Allow the teachers and students the opportunity to learn in a pleasant environment
- Apply information learned to everyday life
- Attend class regularly, complete class assignments and homework
- Attend Mass on Sundays and Holy Days

In the event a student chooses not to follow the rules, the following steps will be implemented:

1. Verbal Correction by the catechist:

The student will be given a verbal warning that a rule is not being followed. Their behavior is expected to become acceptable or a written warning will be given.

2. Written warning by the catechist:

The student will be asked to go see the Director of Parish Christian Formation regarding the unacceptable behavior. Their parents will be notified with a written notice that is to be signed and returned with the child at the next class.

3. Parent Conference:

If the behavior of the student does not improve, parents will be called and asked to join in a discussion with the student, the catechist and Director of Parish Christian Formation, before the student can return to class. Parents may be required to attend class with their child. The Pastor will be notified if any of the above circumstances occur.

4. Pastor involvement:

If all these methods have not improved the student's behavior, the Pastor and Director of Parish Christian Formation will meet with the parents.

5. Final Alternative:

In order to ensure an effective teaching and learning environment, unresolved discipline problems on the part of uncooperative student may be grounds for dismissal from the program.

EXPECTATIONS FOR PARENTS

- Please bring your child to classes regularly and on time
- Communicate any special needs or circumstances that may affect my child within the classroom
- Be an active part of my children’s learning and be involved in the classroom at the teacher’s request
- Attend the parent meetings, retreats and activities that are scheduled for the school year

EXPECTATIONS FOR CATECHISTS

- 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
- Communicate regularly with parents and involve them in the faith development of their children

COMMUNICATION

We are here to serve the Christian Formation needs of our children, youth and adults. If you have any questions, comments, or suggestions please feel free to share them with your child’s teacher or contact Kevin Cummings, Director at 801.544.4269 ext. 307 or kevin.cummings@stroseut.org, or Father Clarence Sandoval at 801.544.4269 ext. 300