

2011-2012 SCHEDULE FOR GRADES 1ST-10TH

Sep 7	Beginning of the Year Meeting for parents & students
Sep 14	Class
Sep 21	Class
Sep 28	Welcome Back Mass in church
Oct 5	Class
Oct 12	Class & Reconciliation Parent Meeting in parish center
Oct 19	Living Rosary in church
Oct 26	Class & Confirmation Parent Meeting in parish center
Nov 2	Class
Nov 9	Class
Nov 16	Class
Nov 23	No classes- Thanksgiving
Nov 30	Class
Dec 4	(Sunday) First Reconciliation after 10:30 am Mass
Dec 7	Class
Dec 14	Advent Reconciliation at St. Anthony Church (3 rd -10 th)
Dec 21	Class (1 st -8 th)
Dec 28	Christmas Break
Jan 4	Epiphany Party
Jan 11	Class
Jan 18	Class
Jan 25	Class
Feb 1	Class
Feb 8	Class & 1 st Communion Parent Meeting in parish center
Feb 15	Class
Feb 22	Ash Wednesday Mass 7:00 pm in church, attend with family
Feb 29	Class & Catholic Parenting presentation in parish center
Mar 7	Class
Mar 14	Lenten Reconciliation in church w/ St. Anthony (2 nd -10 th), class 1 st
Mar 21	Class
Mar 28	Living Stations of the Cross in church
Apr 4	No Classes- Holy Week, attend services with family
Apr 11	Class
Apr 18	Class
Apr 25	Class
May 2	Closing Mass in church and party in parish center



PARISH SCHOOL OF RELIGION

2011-2012

STUDENT & PARENT HANDBOOK

**ADVENT & LENTEN RECONCILIATION
WITH ST. ANTHONY**

During Advent and Lent the PSR classes will have a joint Reconciliation service with the St. Anthony PSR students. The Advent service will take place at St. Anthony Church for 3rd-10th grade students. There will be no class for 1st and 2nd grade students. The Lenten service will take place at Sacred Heart Church for 2nd-10th grade students. There will be class as usual for 1st grade students in the school. Parents should drop their children off at the church for Reconciliation services. Students will sit with their class. Parents may attend and should sit behind their child's class. Students may leave after completing their individual Reconciliation if a parent is present in the church. Otherwise, pick-up will take place at the respective church.

CLASSROOM VISITORS

Parents are always welcome and encouraged to visit their child's classroom and sit in on a lesson. However, for safety reasons all visitors must first check-in at the front office.

CANCELLATIONS DUE TO WEATHER

If dangerous weather, such as snow or ice, is predicted on a PSR night the decision to cancel PSR classes will be made by 4:00pm that afternoon. An email will be sent to the PSR parents who provided an email address. The information will also be posted on the Sacred Heart church website, www.sheff.org, and sent to local radio stations 95.7 WCRC, 104.7 WCRA, & 98.9 Jack FM and posted on www.affinghamradio.com.

**SACRED HEART CHURCH
PARISH SCHOOL OF RELIGION**

PARISH MISSION STATEMENT

To build up the Body of Christ in Thought, Word, and Deed in the Roman Catholic tradition in the Diocese of Springfield-in-Illinois

To help fulfill this mission we have established and maintain a parish school of religion for our students who attend public schools. It is our fervent hope that all children of our parish be given proper instruction in the basic beliefs and practices of our faith and be adequately prepared to receive the sacraments of Reconciliation, Eucharist, and Confirmation. To this end we direct our efforts in the PSR program.

LOCATION AND TIME

Our classes are held at Sacred Heart Grade School, 407 S. Henrietta (just south of the Church) on Wednesday evenings from 6:30pm to 7:30pm. The schedule for classes and activities is on the back cover of this handbook. This schedule is subject to change, however all students and parents will receive prior notice if such changes are necessary. We appreciate your understanding.

PSR DIRECTOR

Kate Pruemmer 347-7177 k.pruemer@sheff.org

PARENTS & PARISH - A JOINT EFFORT

When you brought your child to be baptized, the priest said, "*You have asked to have your child baptized. In doing so, you have accepted the responsibility of training them in the practice of the faith. It will be your duty to bring them up to keep God's commandments as Christ taught us, by loving God and neighbor.*"

To assist parents in this obligation, the parish has established a religious education program. This program is not only for our children but also their parents. Parent meetings are designed to aid parents in the sacramental preparations of their children. While never intending to replace the parents in this most sacred role, the parish does participate directly in the spiritual formation of its members.

Parents cooperate with the parish community by:

- Enrolling their children and ensuring regular attendance and appropriate behavior at PSR
- Sharing their faith and developing the faith life of their children
- Teaching their children the importance of a personal relationship with God through prayer and regular reception of the sacraments
- Assisting the PSR program as a volunteer
- Making sure children bring any necessary materials to class
- Monitoring your child's progress just as you would with their academic pursuits
- Making regular contributions to the parish and its programs

For some great resources and ideas for faith enrichment at home with your children go to www.faithfirst.com/family.html.

- When dropping off or picking up students, either meet them in front of the main entrance to the building or park in one of the marked spaces and walk with your child to and from the school.
- Those parents who choose to stay in the car may pick up the students by forming a line next to the sidewalk in front of the school entrance going from North to south.
- Please use extreme caution at all times when driving near the school and drive slowly. Children don't always go where they're supposed to, and don't always look for cars.

PSR MASS

At the beginning and end of the school year there will be a Mass for all PSR students. On these nights parents should drop their children off at the church between 6:15pm and 6:25pm instead of at the school. Students will sit with their class for Mass. Parents are encouraged to attend and sit behind their child's class. If a parent is present in the church for Mass the child may leave with their parent when Mass is over, otherwise pick-up will take place at the covered entrance on the north side of the church.

MASS ON HOLY DAYS

On Ash Wednesday and Holy Days of Obligation that fall on a Wednesday, there will be no PSR classes. Students should attend the 7:00pm Mass with their family.

prayers at home. This is a necessary part of the process. Parents should help reinforce the lesson by talking to their children about what they learned at PSR each week. Parents are also highly encouraged to pray the required prayers together with their children every night to help the students learn their prayers.

Twice a year, each grade will be tested on the main concepts covered in class and the prayers to memorize.

SACRAMENTAL POLICY

It is required by the Church that students be adequately prepared to receive the sacraments of Reconciliation, Eucharist, and Confirmation. This means attending all of the classes and functions involved in that preparation.

Students in second grade receive First Reconciliation in December and First Communion in the spring. Students in eighth, ninth, and tenth grade will receive Confirmation in the spring.

There will be meetings for the parents of the students in the sacramental classes during the year. Parents must be present at these meetings if the child is to receive the particular sacrament.

DROP-OFF AND PICK-UP

With so many elementary students entering and leaving the building at the same time, the danger from automobile traffic is obvious. This is particularly true when we are on Standard Time and it is dark during PSR. Please follow the guidelines for drop-off and pick-up in front of the building, and do not allow your children to enter the parking lot unattended.

The role of the catechist (religion teacher) is to assist the parents in the faith formation of their children, not to replace them. It is necessary for parents to provide the positive example and primary instruction for the children. ***This means taking the children to Mass every Sunday and participating in the celebration.*** Failing to do this sends a message to your children that religion is only "kid's stuff", and can be ignored by adults.

The dedicated men and women who work with our students are generous volunteers who give of themselves and their time to share our faith with the children and young adults of our parish. They deserve no less than your full and enthusiastic support.

ATTENDANCE POLICY

Every student is expected to attend all of the scheduled PSR classes. This includes the Liturgies, Prayer Services, Masses, and Sacraments, which are an essential part of the program.

If a student will be absent from PSR, a parent should notify Sacred Heart Church in advance. Please call the parish office at (217)347-7177. If there is no answer, leave a message on Kate Pruemer's voicemail. You may also email Kate Pruemer at k.pruemer@sheff.org, or tell the volunteer in the school office when you drop off your other children for PSR.

Attendance will be taken each week. For safety reasons, if a student is absent from PSR and Sacred Heart has not notified of the absence, a volunteer will call home to make sure parents are aware of the absence.

If a student misses a class for any reason, the work must be made up. The missed lesson will be sent home. A parent should read

the lesson with their child, help the child complete the activities, and return the lesson to the teacher the following week.

Note - this includes sacramental preparation as well. Reception of the sacraments is a privilege and the Church demands that our children be adequately prepared to be given those privileges.

EXPECTATIONS & CLASSROOM RULES

Appropriate behavior is expected whenever students are in the classroom or anywhere else on school or Church property. The main rule is to respect others, their property, and oneself.

Common sense will generally dictate what this means. Not only are the students attending class, but also the subject is religion. Respect is the key word for both the setting and the subject. In general, students are expected to listen to their teacher, pay attention and participate fully in class, and refrain from disrupting class. Each teacher will establish specific rules for their class.

Teachers will be in their classrooms by 6:15. Students should arrive between 6:15 and 6:25. Parents should note that if children arrive before 6:15, they are your responsibility. Students are not allowed in the classroom before the teacher. If students arrive before their teacher, the students are to wait for the teacher in the hallway.

Talking is not allowed in the hallways or lobby area once classes have begun. Gum chewing is never permitted on school or Church property. Food and drinks are not allowed in class unless the teacher specifically allows it for a special event.

Cell phones, MP3 players, or other electronic devices are not allowed to be used during class time. These and any other items

that might cause a distraction to the teacher or other students should be left at home.

Vandalism of any kind will not be tolerated. Children and their parents will be held responsible for any damage to personal or parish property.

DISCIPLINE POLICY

Ordinary discipline problems in the classroom will be handled by the teacher as they occur. Should less than acceptable behavior become a problem, the following procedure will be followed:

1. A verbal warning will be issued to the student by the teacher or PSR director.
2. If the unacceptable behavior continues, the teacher or PSR director will call the parents and notify them of the problem.
3. A parent must accompany their child to PSR classes until the student begins to behave appropriately.

HOMEWORK & TESTING

Reasonable written and study assignments may be given at the discretion of the teacher. There is much to learn and this cannot always be accomplished in the one-hour class periods.

Each grade has some required prayers for memorization. Responsibility for seeing that the students memorize these prayers lies with the parents and not the catechist. Each student should spend time during the week studying and reviewing lessons and