

St. Charles Borromeo Parish School of Religion

2018-2019 FAMILY/STUDENT HANDBOOK
Special Children of Christ Class



I. BASIC GUIDELINES

Students, parents and caretakers who seek enrollment in the St. Charles Borromeo Parish School of Religion program acknowledge that this school and church parish does not provide special education services or facilities. The enrollee further acknowledges that St. Charles Borromeo Parish, its Pastor, the Parish Catechetical Leader, and its volunteer faculty and staff are only required to make minor adjustments in the Parish's Parish School of Religion Program to attempt to accommodate whatever special needs their child/ student may have. The nature and extent of such minor adjustments is within the sole discretion of the Pastor and Parish Catechetical Leader of the church parish. Should the needs of the child result in unsatisfactory accommodation or learning, it is in the best interest of the both the child and church parish that the child be homeschooled in the parish program with the parent/ caretaker fulfilling the role as Catechist to their child.

- 1. All students who attend St. Charles Religious Education classes will be required to have a current registration on file. All sacramental information must be completed on new students' registration.**
- 2. THE FAMILY MUST BE REGISTERED IN THE CENSUS WITH THE CHURCH PARISH.**
- 3. According to the Archdiocese of New Orleans, students are to attend 30 classes/ sessions/ class meetings in Parish Schools of Religion. See section IV for further explanation.**
4. Students preparing for sacraments must have attended religious education classes for at least 1 year prior to entering the sacramental preparation class.
5. Parents are expected to attend the Parent Orientation Meeting prior to the first official class.
6. Students must be signed out directly from the classroom teacher by a parent or guardian when leaving for any reason before dismissal. Please consider prior notice.
7. Students should come to class with required materials.

II. CLASSROOM BEHAVIOR

1. Students are required to follow classroom procedures. If they become a danger to him/herself or others, parents may be called for assistance.
2. Students are expected to **obey and respect teachers**, substitutes, aides and all volunteers working in the program. Proper behavior and respect for other students is expected as well.
3. Students should come to class with required assignments and other materials requested by the teachers.
4. Students will refrain from refreshments in class except for water bottles and those requested by the teacher(s). Parties given by teachers may occur in the classroom. Please make sure your teacher is aware of all restrictions.
5. **Students who are referred to the office for not following school or classroom rules will receive:**
 - a. **First referral – Phone call to parent or guardian.**
 - b. **Second referral – Counseling by the police officer on duty and/or the Religious Education Coordinator for Children**

III. ATTENDANCE

As per guidelines from the Archdiocese of New Orleans, thirty (30) classes/ sessions/ class meetings in a school year will be held. Our class meetings are between **30-45 minutes long. Arrive by 6:00 p.m. Dismissal will be at 6:45 p.m.** It is important your child attends all scheduled classes including whole school masses and Children's Rosary. **St. Charles Borromeo Parish School of Religion will require students to attend 30 hours for promotion. This allows three (3) absences per semester only.** Opportunities to make up classes over the allotment will be offered in the summer after CCD dismisses for the year. **It is the responsibility of the student to make up any work that they might have missed if they are absent at any time. Please call or email the Parish Office for extenuating circumstances.**

IV. RECEIVING SACRAMENTS:

According to the "Guidelines for the Celebration of the Sacraments with Persons with Disabilities" written by the United States Conference of Catholic Bishops:

Reconciliation-

#22. "In the sacrament of Reconciliation, the Christian faithful obtain from the mercy of God pardon for their sins. At the same time, they are reconciled with the Church, which they have wounded by their sins and which works for their conversion by charity, example, and prayer."

#23. "Only those who have use of reason are capable of committing serious sin. Nevertheless, even young children and persons with mental disabilities often are conscious of committing acts that are sinful to some degree and may experience a sense of guilt and sorrow. **As long as the individual is capable of having a sense of contrition for having committed sin, even if he or she cannot describe the sin precisely in words, the person may receive sacramental**

absolution. They may also be invited to participate in penitential services with the rest of the community to the extent of their ability.”

Eucharist-

#20. “It is important to note, however, that the criterion for reception of Holy Communion is the same for persons with developmental and mental disabilities as for all persons, namely, that **the person be able to distinguish the Body of Christ from ordinary food, even if this recognition is evidenced through manner, gesture, or reverential silence rather than verbally.**”

Confirmation-

#16. “All baptized, unconfirmed Catholics **who possess the use of reason may receive the sacrament of confirmation** if they are suitably instructed, properly disposed, and able to renew their baptismal promises.”

VI. NEW STUDENTS

1. Students entering the St. Charles Borromeo School of Religion from another parish must present verification, either a letter or a report card, from the former parish in order to attend classes at St. Charles. This also applies to those who previously attended a Catholic School.
2. A requirement of at least 2 consecutive years of Catechism must be completed in our system before a student will be allowed to receive the Sacraments of Reconciliation and First Eucharist. Students will be admitted in the sacramental preparation classes to receive the Sacrament of Reconciliation. Students will be evaluated individually for their readiness.

VII. PRAYERS TAUGHT

Level 1: Students will be taught the Sign of the Cross, the Lord’s Prayer, and “Hail Mary”.

VIII. CANCELLATION OF RELIGION CLASSES

If the St. Charles Parish school of Religion follows the schedule set by the St. Charles Parish Public School System. In an emergency or in case of a cancellation at the last minute, the “School Messenger” telephone notification system will be implemented. Please make sure your phone number and email addresses are accurate and current. If any changes occur during the school year, please contact the SCB CCD office at scbccd@scbhumilitas.org as soon as possible.

If in doubt, call the parish office at **985-764-6383** or the school office after 4 p.m. **at 985-764-9232** or email scbccd@scbhumilitas.org .

IX. IMPORTANT REQUEST TO PARENTS AND GUARDIANS

In order for us to work more effectively with your student, please inform the Religious Education Coordinator for Children and/or the child's teacher if a student has other special needs [e.g., health or emotional issues or special family circumstances, or changes happening in the family, etc.].



For more information, please contact the following:

David Caraway
Religious Education Coordinator for Children
scbccd@scbhualitas.org
985-764-6383

Website: <http://scblittleredchurch.org>

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