

# ***ASSUMPTION FAITH FORMATION/ RELIGIOUS EDUCATION PROGRAM***

## ***Mission Statement***



*"Go, therefore, and make disciples of all nations...  
Teach them to carry out everything I have commanded you.  
And know that I am with you always, until the end of time."*

(Matthew 28:19-20)

"The Church continues the mission of Jesus. This one Mission has three aspects: proclaiming and teaching God's Word, celebrating the sacred mysteries, and serving the people of the world..."(NCD #30)

"Catechetical ministry must be understood in relation to Jesus' three fold mission...Its purpose is to make a person's **faith** become **living, conscious,** and **active** through the light of instruction." (NCD #32)

The Faith Formation of Assumption express the faith of the community and assist the community in fulfilling the catechetical mission of the Church as it seeks to proclaim the Good News of Jesus and foster mature faith in its members: children, youth, and adults.

As the faith community of Assumption B.V.M. Parish, **we recognize** that all the members of the parish community share in the catechetical ministry; **we affirm** and value the special role of catechists and parents as partners in catechesis; **we believe** that the **Faith** we share:

- is a gift from God that needs to be nurtured in order to grow, mature, and affect the life of the believer,
- is rooted in the Catholic Christian Tradition,
- is expressed in a Christian lifestyle, worship, community, and service.

## **ATTENDANCE**

Parents are responsible for their child's/children's attendance to the Faith Formation classes. Since regular attendance is one important condition for the Catechetical Program to be effective, parents are urged to see to it that their child/children attend every class and come prepared.

1. Parents are expected to notify the the Faith Formation Office when their child is unable to attend class.
2. The Catechist will contact parents/guardians when a student has two(2) unexcused absences consecutively.
3. Continued unexcused absences may require that the Director of Faith Formation contact the family.
4. Students who are repeatedly tardy are requested to see the director/coordinator before going to the classroom.

## **BOOKS**

Students are issued one copy of the textbook at the beginning of the year. Students are expected to bring it to class and complete the Class/Home Activities assigned to them. Parents are asked to see to it that students take responsibility for bringing the textbook or other required materials to class.

## **CALENDARS**

The Director of Faith Formation is responsible for preparing a yearly calendar of classes and events. This is made available to students, parents and teachers. The Calendar is correlated with that of the local Public School and Assumption School.

## **CONDUCT/DISCIPLINE**

When a student fails to act in a socially acceptable and Christian manner, the Catechist is responsible for administering immediate discipline. If the student's personal conduct does not improve, the Catechist will give the parents/guardians a written notification of the behavior situation. Continued incidents of a disruptive nature will be

reported to the Director of Faith Formation who will proceed according to his/her discretion.

## **CURRICULUM/PROGRAMS**

The curriculum of the various Catechetical Programs will include and reflect the four basic dimensions of Faith: Community, Worship, Service and Message as appropriate to any specific program and its participants. Curriculum development and implementation will recognize the fundamental principles of human growth and faith development, and strive to meet the faith needs of those enrolled in the Catechetical Programs. Programs and curriculum materials recommended by the Secretariat for Faith Formation of the Diocese of Grand Rapids are adopted.



## **EMERGENCY CLOSINGS**

In the event of severe weather conditions that make travel unsafe, or other local emergency, the Director of Faith Formation is responsible for making decisions related to emergency closings and/or class cancellations.

Announcement of closings will be given by the Director of Faith Formation will be on the parish website at [www.assumptionbvm.com](http://www.assumptionbvm.com) and an announcement will be placed on the phone. The decision will be made two hours before class is scheduled to start.

- ❖ When Rockford Schools close or send the children home early due to inclement weather, there will be no Faith Formation classes.
- ❖ If Rockford Schools has a “two hour delay” in the morning, then Faith Formation will be held.

## **EVALUATION**

The Director of Faith Formation is responsible for evaluating the programs and the personnel she/he directs. The evaluation process is both formal and informal.

Once a year, catechists, parents, and volunteers, will be given the opportunity to complete a written evaluation or questionnaire regarding the program of which they are a part of, as an aid to improvement and future planning.

## **GRIEVANCES**

Any grievance that might occur between a catechist and a parent must first be dealt with in a conference between the parent and the catechist. The Director of Faith Formation will meet with parents and catechist only after a parent-catechist contact has been made and has proven unsatisfactory.

## **HOME ACTIVITY**

Catechists will usually assign a weekly home activity. (Bible passage, interview, newspaper article, illustrations, answering questions, vocabulary building, activities in the text itself, etc.) Parents are urged to get involved with their children in these activities; in the younger grades a signature is required.

## **LITURGIES**

Parents are encouraged to make a firm commitment to participation in the Sunday Liturgy as a family so that children may witness faith **alive and active** in their own home and parish. The same commitment is emphasized in regard to receiving the Sacramental of Reconciliation.

## **NEWSLETTER**

The newsletters will be emailed to keep in touch and share information. Newsletters will also be posted on the website the day after class. Let us know if your email address changes. More information on our website at [www.assumptionbvm.com](http://www.assumptionbvm.com).

## **PARENTS**

The primary role of parents in the Faith Formation of their children is reaffirmed. Frequent parent-catechist contacts are encouraged to foster community building, dialogue and mutual support in the faith formation process.

*“Parents should initiate their children at an early age into the mysteries of the faith of which they are the **“first heralds”** for their children. They should associate them from their tenderest years with the life of the Church.” Catechism of the Catholic Church 2225*

## **PRAYER**

Prayer is a vital faith awareness and loving communication with God. This is valued by the catechist and made part of his/her daily life and shared with the students. Catechists are committed to set an example of prayer, share common and liturgical prayer, foster spontaneous prayer, and strive to lead students to a more personal mature prayer.



## **FAITH FORMATION CENTER**

The Faith Formation Office is located in the Parish Ministry Center and is open Mon.-Fri., 9:00AM-4:00PM. Contact info: phone number is 361-5126 ext.257 or 256.

## **RULES**

Students may not bring to class Ipods, cell phones, hand held games or any other paraphernalia that distracts the classroom. If these items are brought into the classroom the catechist will hold them until the end of the class time.

Also no heelys in the school.

The Catechist and helpers are volunteers. The only pay they ask for is respect.

## **SACRAMENTAL PREPARATION**



First Reconciliation and Communion are offered in the Second Grade. First Reconciliation precedes the reception of the First Holy Communion. The children, who are ready, will make their First Reconciliation in the winter and their First Holy Communion in the spring. Preparation for these two wonderful Sacraments begins in the First Grade where they will learn the basics of our Catholic faith.

Confirmation preparation begins in the 7<sup>th</sup> grade with the Confirmation Ceremony in the 8<sup>th</sup> grade. There is also a program for those who are already in High School. The Sacrament of Confirmation, as one of the sacraments of initiation, impresses the candidates with a special character. Through this sacrament, the candidates are enriched by the gifts of the Holy Spirit, and bound more perfectly to the Church. They are strengthened in faith to witness more perfectly to the Church and empowered to witness more courageously to Christ and to spread and defend this faith. Those to be confirmed must be suitably instructed and properly disposed. They must be willing to be involved in the preparation program with the intention of remaining faithful to Christ and his Church.

## **SAFETY**

It is the responsibility of the Director of Faith Formation to develop and set appropriate guidelines to ensure the safety of students during catechetical sessions and other related functions.

1. If a child arrives to class before the Catechist, a parent should remain with them or they must wait in the hallway until an adult arrives.
2. Students are not allowed to leave school/church premises during catechetical sessions, without written parental authorization and approval of the Catechist.
3. Students may not be released during a session to any adult without the authorization of the parents and the approval of the Catechist.
4. Parents whose children walk to and from classes have to notify the office in writing that their child is a "walker".

5. If a child is injured or ill during the session, first aid will be administered if appropriate, and every effort will be made to contact the parents/guardian or the person designated by the family on their registration form.
6. Parents of students who are in the pre-school through 4th grade programs are asked to come to the classroom door for their child at the time of dismissal.
7. On Wednesdays, the turn around in the front of the school is for drop off; cars enter from the North.
8. On Wednesdays, to pick up Fourth Graders on down park across the street in the Parking Lot on the east side of Belmont Ave. (across from the school) to come in to get your child.
9. Fifth Grade through Eighth Grade, you may come in to pick up your students or drive around the back of school and pick them up. The students may enter from the passenger side and therefore not have to step in front of traffic. Cars will form one line. Any overflow with cars that are waiting to pull up, continue to form the line across the street in the Church entrance that is between the School and the Rectory.

## **TUITION**

Tuition for participants in the Faith Formation Program shall be determined by the Parish Board of Education on a yearly basis. Special consideration shall be given to families for which the tuition fee proves to be a hardship. Volunteer catechists whose children are enrolled in the Faith Formation Program are offered a tuition waiver. The tuition waiver will apply to those catechists who volunteer their service at least a half a year.

**If you have any questions or concerns, please contact**  
361-5126 x 256 or 257. or email  
[religiouseddirector@assumptionbvm.com](mailto:religiouseddirector@assumptionbvm.com).