

CHURCH OF ST. FABIAN
OFFICE OF RELIGIOUS FORMATION
POLICY HANDBOOK

32200 W. 12 MILE ROAD
FARMINGTON HILLS, MI 48334
(248) 553-4860

website: www.stfabian.org

General Policy and Procedural Information

Students enrolled in the St. Fabian Religious Formation Program are expected to show a Christian attitude of behavior, conduct and cooperation towards catechists, classmates, and St. Fabian personnel, at all times.

A copy of the student's baptismal certificate is required upon initial registration in the Religious Formation program.

A Medical Treatment Release Form must be on file for all students in case of an emergency.

Students are expected to show respect for school and church property at all times. If there is a breach in this code of conduct, parents will be notified immediately.

If there is a serious breach or a continual discipline problem, the student may be removed from the program.

Dress code: Students are expected to comply with the Farmington Public School dress code. A copy is available upon request. Inappropriate attire will be addressed. Shoes with rollers are not to be used in the hallways.

Cell phones and electronic devices are to be off and stowed away during class time. Catechists will take any items that are out and a parent will have to retrieve them.

Regular attendance is an important and necessary part of faith formation. Attendance is taken and records are maintained in the Religious Formation Office. We strongly encourage no more than 2 absences per semester.

Absences **MUST BE REPORTED TO THE RELIGIOUS FORMATION OFFICE.** Please call (248) 553-4860 or email kschertel@stfabian.org if your child must miss class.

If the student is absent repeatedly and the absences are unreported, a call will be made to the parents.

Habitual tardiness to class will be addressed and parents will be asked to correct the situation.

Early dismissal from class is prohibited without pre-arranged notification to the office. If your child must leave class early, kindly send in a note so that we can safely monitor comings and goings.

If a student becomes ill during class-time, every effort will be made to reach the parent.

If a student is ill and is contagious, kindly **DO NOT** send him/her to class. Please call the Religious Formation Office and notify them of the illness.

There are occasions when pictures of the children may be taken during class time and used on our website or bulletin. Parents must notify the Religious Formation Office in writing either as noted on the back of the registration form or with a Media Opt-Out form if they wish pictures of their child(ren) not be used.

If class must be canceled for any reason, every effort will be made to contact the parents. *Be sure to read the church bulletin, check social media, email updates, and listen to announcements for updated information and changes in scheduling.*

INCLEMENT WEATHER: For MONDAY classes, if the FARMINGTON SCHOOL DISTRICT CANCELS SCHOOL, there will be NO RELIGIOUS FORMATION CLASSES THAT DAY. If inclement weather begins later in the day, every effort will be made to contact parents of any **cancellation of classes**. For SUNDAY classes, mass is generally not cancelled so classes will be held. If you don't feel can get here, don't attempt it. Please take no chances with the safety of your family. Call the Office of Religious Formation Office for up-to-date information.

DISMISSAL POLICY: YOU MUST COME INTO THE BUILDING THROUGH THE CHURCH ENTRANCE TO PICK UP YOUR CHILD. ENTRY THROUGH THE OUTSIDE DOORS AT THE END OF THE PRIMARY AND MIDDLE SCHOOLS WINGS OF THE SCHOOL IS STRICTLY PROHIBITED!!! No child, in grades 1-7, will be released until the parent, guardian, or adult responsible for transport comes to the classroom. Please do not go to the classroom until the end of class. Early arrivals are disruptive to class time.

PARKING IN FRONT OF THE BUILDING IS STRICTLY PROHIBITED FOR ANY REASON, AT ANY TIME. THIS POLICY WILL BE STRICTLY ENFORCED.

DO NOT BLOCK DRIVEWAYS OR PARK IN RESERVED OR HANDICAP SPACES. ALWAYS PROCEED WITH CAUTION.

In most grades, textbooks or booklets will be distributed. Only textbooks approved by the Archdiocese and containing the 'Imprimatur' will be used. Students are expected to treat their materials with respect.

The Curriculum:

Grades K-7 use the Pflaum Gospel Weekies Series. This series combines a complete doctrinal catechesis with the liturgical life of the church. There are weekly booklets that follow the lectionary and have information and activities as well as a handbook ***What the Church Believes and Teaches***, directed at each age group. The handbook is organized by the four pillars of the Catholic Church—*Believe, Praise and Celebrate, Follow Jesus, and Pray*.

Grade 2 catechizes for celebration of the sacraments of Reconciliation and First Eucharist, using the Benziger sacrament series. This catechetical program teaches the children the meaning of Reconciliation and the importance of moral responsibility. It emphasizes Eucharist as the central act of our worship, rather than a singular event.

Grade 8 catechizes for celebration of the Sacrament of Confirmation. The 8th grade Confirmation program prepares children for the Gift of the Holy Spirit and lifelong commitment to the Catholic Church. Service and justice are also topics that are addressed.

Grades 5-8 also incorporate Benziger's Family Life program into the curriculum. The Family Life program strives to bring the children to an understanding of his or her relationship to family community, social community and Church community. Signed permission slips are necessary for participation in this part of the curriculum.

Additional Information

- If the textbook is lost, a new one will need to be purchased by the parents.
- Mass journals are required for the students preparing for sacraments
- For our Sunday classes, there will be a home lesson for the Sundays of the month when we are not in class. The students will be given the booklets and resource sheet for those weeks. The Archdiocese of Detroit has a requirement of a minimum 30 hours per year of grades 1-8 faith formation.
- **Parents are the primary educators in their child's faith formation.** Parental interest, help, and support with homework, discussion, memorization of prayers, etc. is necessary and appreciated. PLEASE TAKE THE TIME TO READ EMAILS AND COMMUNICATIONS FROM YOUR CHILD'S TEACHER AND/OR THE OFFICE. Use the website and Sunday bulletins to stay connected to what is happening.
- **SACRAMENTAL PREPARATION:** It is strongly suggested that students attend a Religious Formation program for two (2) consecutive years prior to the celebration of a sacrament. Additionally, Religious Formation is a lifelong process and we strongly encourage participation at every grade level.