



St. Brigid Parish

School of Religion Education Handbook

312 Fairgrounds Road
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PSR Faculty and Staff

Pastor

Rev. Andrew Cordonnier

Coordinator

Mary Williams

Office Assistants

Classroom Aides

Kindergarten

Lisa Vance

First Grade

Angela Hinkle

Second Grade

Maggie Wagner

Third Grade

Lisa Galpin

Fourth Grade

Nicole Murphy

Fifth Grade

Keri Neal

Sixth Grade

Melanie Ricart

Junior High

Dave Johnson

Religious Education Policies

The Department of Educational Services, Archdiocese of Cincinnati, approves the policies within this document.

Catechist

Church Status

Teachers of religion, by nature of their designation, are to be people who practice their faith and are in full communion with the Catholic Church.

Catechist Certification

Teachers of religion, whether full-time or part-time, paid or volunteer, in parish religious education programs, Catholic elementary schools or the RCIA, are to comply with the “Process of Becoming Certified as a Catechist.”

Child Protection

Recognizing and Reporting Abuse

All persons who have regular, significant relationships with children must comply with the policies, procedures, and recommendations of the archdiocese as found in the *Archdiocesan Decree on Child Protection*.

Curriculum

Guidelines

All catechetical efforts in the archdiocese must comply with the archdiocesan curriculum guidelines.

Religion Textbooks/Program Series

All textbooks and audiovisual program series used in children’s religious education programs are chosen from the *Preferred Religion Textbook/Program* list.

Preschool/Kindergarten: *I Am Special, Our Sunday Visitor*

First – Eighth Grade: *Christ Our Life*, Loyola Press

Respect Life Programs

All catechetical teaching incorporates a respect life component that includes the Catholic perspective on sexuality called Theology of the Body.

Christian Service

All catechetical efforts should encourage and provide various opportunities for children and youth to serve others.

Time Allotments

Parish Religious Education Programs

St. Brigid meets the required time allotment of 30 hours per year. We expect parents to use the calendar as a guide in meeting this requirement.

Family Involvement

Home-based Religious Education

Families this year will follow the archdiocesan guidelines for catechesis and sacramental preparation. Teachers will be available to help and guide parents.

Sacraments

Guidelines for Preparation

All preparation for the reception of sacraments should follow the archdiocesan guidelines.

Students Seeking Entrance into the Church

When children of catechetical age are not baptized, or are baptized in another denomination, catechists should follow the process for sacramental preparation found in RCIA.

Baptized but Uncatechized Catholic Children

In cases of children of catechetical age, baptized Catholic, but uncatechized, catechists should follow the process for sacramental preparation found in *RCIA, National Statutes #18, 19, 30, and 31.*

Evaluation

Reports to Parents/Record of Student Progress

A written report of a student's progress is provided at the end of each semester. The reports reflect the growth of the student in his/her ability to understand and to express the teachings of the Catholic Church. This will be the responsibility of the parent/guardian and teacher together this year.

Philosophy

- ❖ To work with parents by reinforcing their efforts to communicate Catholic values.
- ❖ To work with parents in their efforts to hand on cherished Catholic heritage and to promote the importance of faith and prayer in the children's everyday lives
- ❖ To work toward a better appreciation of our educational task which is to "transmit the message, build community which leads to service, and fosters a faith that is living, conscious, and active".
- ❖ To work toward the implementation of religious education standards and policies of the Cincinnati Archdiocese.

Catechist Appreciation

In support of catechists, St. Brigid PSR will provide:

- ❖ A caring staff able and willing to serve catechists needs
- ❖ Ongoing recruitment and training of catechists
- ❖ Regular communication
- ❖ Payment for catechist certification courses
- ❖ Free subscription to catechetical resource materials
- ❖ Access to the parish resource library
- ❖ Reimbursement for approved out-of-pocket expenses
- ❖ All necessary support materials for effective catechesis

Special thanks to our religious education staff and dedicated volunteers who contribute many hours to provide the best possible program for the students.

Child Protection Decree

Program administrators are required to report suspected or actual child abuse or neglect to proper authorities. All guidelines are in strict adherence to the Ohio Revised Code (2151.421) and the Archdiocesan Decree on Child Protection, code 2005.01.

Failure to do so is a misdemeanor and can result in prosecution. Any other good citizen may report such behavior to the authorities. In either case, a person participation in good faith in making such a report is immune to both civil and criminal liability.

All volunteers and staff receive annual training regarding the Archdiocesan child abuse policies. All employees and staff must be fingerprinted, submit to criminal background check, and view the required video issued by the Archdiocese of Cincinnati, [Decree on Child Protection](#).

A copy of the [Decree on Child Protection](#) will be made available to every catechist.

Fees

There will be no fee this year.

Home Study Program

This year we will have parents teach their child/children at home with the help and support of their teacher. With registration, you receive a student text, a Parent Guide, and other resource help. The Director of Religious Education are available for help or questions. The home study program follows the Archdiocese of Cincinnati guidelines.

- ❖ *Growing Together: Ministry to Children, the Graded Course of study for Early Childhood and Elementary Catechetical Programs, and Growing Together: Adolescent Religious Education, a Manual for Parish and School Program* have been approved by the Archdiocesan Commission on Education and promulgated by Archbishop Schnerer as the official content to be followed for all early childhood, elementary, and high school catechesis. Anyone assuming the role of catechist for youth is expected to follow the content outlined in these documents.
- ❖ Parents are invited to use the Archdiocesan Media Centers and their own parish resource libraries to supplement their educational efforts.
- ❖ Parents and their children are welcome and encouraged to participate in parish liturgies and/or events prepared specifically for children and their families.
- ❖ The pastor/ and or his delegate should invite the parents to participate in the catechist certification program of the Archdiocese of Cincinnati as outlined in *The Ministry of the Catechist*. (Canons 779-780)
- ❖ Parents are encouraged to meet with the pastor and/or his delegate periodically to review the progress of their catechetical efforts.

Sacrament Preparation

Normally, formal preparation for the Sacraments of Penance and Eucharist are taught during the second grade, and Confirmation preparation during seventh and eight grades.

St. Brigid PSR follows the Archdiocese of Cincinnati Sacramental guidelines as stated in *Sacraments for Young People*. This document implements the *National Directory for Catechists* and *The General Directory for Catechists*.

Amendment Policy

Parents will be notified in writing when policies are added or amended.