



**HOLY FAMILY PARISH  
RELIGIOUS EDUCATION MANUAL**

**UNION BEACH / HAZLET, NEW JERSEY**

## **ADMINISTRATION**

Pastor:

Rev. Matthew J. Pfleger

Parochial Vicar:

Rev. Francis Cheruparampil

Deacon: Deacon James J. Neubauer

Parish Catechetical Leader:

Mrs. Barbara Hardiman

Administrative Assistant:

Mrs. Eileen Pacifico

## **OFFICE OF FAITH FORMATION RELIGIOUS EDUCATION**

Location:	Holy Family Church 727 Highway 36 Union Beach, NJ 07735	Mailing: Holy Family Faith Formation P.O. Box 56 Keyport, NJ 07735
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Phone:	732-264-7043	Fax: 732-264-8369
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Email:	hfrelioused@verizon.net
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Website:	www.holyfamily.us
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Office Hours:	Monday & Thursday:	10:00 AM- 3:00 PM
	Tuesday & Wednesday:	2:30 PM- 7:30 PM
	When school is in session, or else 10:00 AM- 3:00 PM	

## **SUMMER SCHEDULE: June thru Labor Day**

Monday- Thursday 10:00 AM- 2:00 PM If the telephone is not answered, please, leave a short message and you will be contacted as soon as possible.

**WE ARE CLOSED FRIDAY THRU SUNDAY**



## ***Welcome***

*The Religious Education program is here to assist parents in their mission to nurture a faith filled child. We offer resources and support to parents and families who wish that their child/children might grow in faith and be witness to God's presence in the world.*

*In giving life to your child you assume the obligation of raising him/her to be a virtuous person. In choosing to baptize your child in the Catholic faith, you accept the responsibility of being the fundamental source of your child's faith formation.*

*Raising your child in faith means he or she will become a person who demonstrates by word and deed what it means to be a Christian, a disciple of Christ.*

*Our Program is all inclusive. We welcome all children with Special needs. We are handicap accessible.*

*Please contact the office to discuss any concerns you may have.*

# Holy Family Church

## Religious Education Program

### MISSION STATEMENT

The mission of Holy Family Church Elementary Religious Education Program is to develop a good faith formation for the elementary grade students of the parish by providing them with instruction and opportunity to participate in the Christian experience in a loving, positive and faith filled environment.

The Religious Education Program is committed to assisting and supporting the parents, primary educators of their children, in the reinforcing of Christian values taught in the home.

Our dedicated religious educators face the challenge of maintaining a courageous enthusiasm in the instruction of their students and strive to stimulate the development of their faith. Though there is a limit to what can be done in one hour a week, we pray that our teachers are open to what God wants them to teach, that the children are open to what God wants them to hear and that parents are open to carry on Jesus' teachings in their homes. **We cannot stress enough, parents must realize their serious obligation to attend Sunday Mass with their children on a regular basis. Example is the best sermon.**

Ever mindful of God's leadership in our program, the priests, parents and teachers must accept the responsibility as facilitators of religious education to the youth of the Church.

We especially invoke the intercession of the Holy Family of Jesus, Mary and Joseph to guide us in this mission of the Church.



### CATECHETICAL PROGRAM

The Holy Family Catechetical Program is an eight-year program, beginning in grade one and continuing through grade eight. We encourage each child to begin instruction in the first grade, and continue **each successive year through grade eight.**



Please understand that if a child leaves the program and later returns, he/she will not necessarily be placed in the grade that they are at in public school.

## REGISTRATIONS

Registrations and re-registration will be taken in the beginning of May for the coming school year, until the end of June at an early bird pricing. After that current rates will be charged for each family. Tuition is payable at time of registration. No registrations will be taken by phone. It is advised that you register as soon as possible since dedicated teachers that volunteer their time and service need to be recruited.

## NEW REGISTRANTS

To register new students in our Elementary Religious Education Program, the following requirements must be met:

1. Family must registered in Holy Family Parish Rectory. Parish Office number is (732) 264-1484 for details.
2. Register in person at the Religious Education Office as soon as possible.
3. Copy of Baptism Certificate for each child, even if baptized at Holy Family Church.
4. Students transferring into Holy Family Religious Education will require a proof of attendance letter from prior parish.
5. Transfer students from grades 3 through 7 must also present proof of other Sacraments that they have received.
6. Two consecutive years of Religious Education are required to receive any Sacrament.

## RELIGIOUS EDUCATION CLASS SCHEDULE

Tuesday	Sept. thru Jan.	Grade 1	4:30 - 6:00 PM
Wednesday	Sept. thru May	Grade 2	4:30 - 5:45 PM
Tuesday	Jan. thru May	Grade 3	4:30 - 6:00 PM
7 mornings	End of June/early July	Grades 4 & 5	8:30 AM - 1:00 PM
Tuesday	Sept. thru Jan.	Grade 6	6:30 - 8:00 PM
Tuesday	Jan. thru May	Grade 7	6:30 - 8:00 PM
Wednesday	Sept. - Confirmation	Grade 8	6:30 - 8:00 PM

## FIRST GRADE PARENTS ORIENTATION

During the first day of class the parents are asked to bring their child to Memorial Hall. There you and your child will meet the Religious Education Director and his/her respective teacher. This procedure has been found to be very beneficial to a child who is entering a new school.

## **EARLY DISMISSAL**

If for some reason a child has to be released early from class, the parent or guardian **must come to the office** to sign out/pick up the child. No child will be released to the parking lot alone.

## **VOLUNTEERS**

Volunteer forms for teachers, teacher's assistants, and substitutes will be available in the Religious Education Office for any parent/guardian who would like to join the "Catechist Family."

## **OTHER VISITATIONS**

Parents are always welcome to visit the class of their child, but we would appreciate your calling the office of Religious Education at least one week in advance.

## **TEXTS AND MATERIALS**

The texts used in our Religious Education Program have been chosen in accordance with the curriculum of the Diocese of Trenton, and in consultation with the Pastor of Holy Family.

Text used for grades 1 – 8

Grade 1	Ignatius Press- Faith and Life
Grade 2	Reconciliation - Eucharist
Grade 3	Ignatius Press- Faith and Life
Grade 4	Sadlier- Christ in Us
Grade 5	Sadlier- Christ in Us
Grade 6	St. Mary's Press- Connects
Grade 7	St. Mary's Press- Connects
Grade 8	Confirmation

In addition to the above, there are supplements for each grade level to reinforce the lesson taught. Visual aids are available in the Religious Education Office, and Bibles are used in grades 4 -8.

The Safe Environment Program is required by the Diocese of Trenton. Information may be obtained at our office upon written request.

Social justice projects are performed in grades 1-8. Additional Corporal Works of Mercy are required in grades 6-7-8. (30 hours begins the summer after Grade 5 is completed)

# SACRAMENTS

## FIRST PENANCE AND FIRST COMMUNION

Students receive these sacraments in the second grade.

These dates will be given in advance to you by the Sacrament Coordinator.

**PLEASE REMEMBER TO KEEP A SOLEMN PRAYERFUL ATTITUDE DURING THE RECEPTION OF THESE SACRAMENTS.**



### FIRST PENANCE

#### DRESS CODE FOR FIRST PENANCE:

Please have your children wear their Sunday best.  
No sneakers or jeans.



### FIRST HOLY COMMUNION

#### DRESS CODE FOR HOLY COMMUNION:

##### **GIRLS:**

White Dress, White Veil, White Shoes, White Anklets.  
NO flowers to be carried or worn in Church.  
NO shawls, sweaters, gloves, pocketbooks, or rosary beads.

##### **BOYS:**

Navy Blue Suit or Jacket, White Shirt, white tie, Dress Shoes.

White Ties and White Anklets may be purchased through our office.

### FIRST PENANCE AND COMMUNION FEES

In preparation for the Sacrament of Penance and Communion, there will be a fee to help defray for the cost of these special liturgies.



## CONFIRMATION

Students make their Confirmation in the eighth grade. The date will be announced when we receive the information from the Bishop.

### REQUIREMENTS

- Mandatory Parents Meeting in the Spring of 7<sup>th</sup> grade
- Saint Report of chosen Confirmation name
- Letter to Pastor requesting Sacrament
- Sponsor's Letter of Eligibility & About My Sponsor Report
- Beatitudes Report
- Weekly discussion of the Priest/Deacon's Homily in class
- Confirmation Commitment Mass
- Mandatory Day of Retreat
- 30 Hours of Christian Service by completion of 7<sup>th</sup> grade

### DRESS CODE FOR CONFIRMATION:

Hair should be off the face, no bangs.

NO dangling earrings.

NO flowers or boutonnieres are to be worn.

**Boys:** white shirt/tie/dress pants and dress shoes. No jackets are to be worn under robe. (Red ties are included for all the boys along with the rented robes.)

**Girls:** light makeup, dress shoes and stockings, if possible. Remember dresses or skirts and blouses are the acceptable outfits. Please no very high heels. I would suggest that you walk in your shoes for a while so you get used to them. If you walk up those front stairs they are slippery and I don't want to see anyone fall. White collars are included for all girls along with the rented robes.

### CONFIRMATION FEES

In preparation for the Sacrament of Confirmation, there will be a fee to help defray for the cost of their special liturgies.



## CLASSROOM AND SCHOOL RULES

We would hope that all parents would help their child/children to be enthusiastic and eager to participate in our Religious Education Program. Please help reinforce this by encouraging your child/children to put forth their best effort in everything they learn.

To help insure a successful religious experience, we have made certain classroom rules:

1. Respecting yourself and others.
2. Raising your hand and waiting to be called upon.
3. Being a good listener.
4. Respecting the property of the class and church.
5. No gum, soda, candy, or food allowed in classroom at any time.
6. Weekly attendance at class. If absent, an excuse note must be submitted when returning to class.
7. Only three (3) absences will be allowed. Doctor's notes are required and work made up after 3. Grade may need to be repeated.
8. Weekly review of the chapter studied in class.
9. Cell phones must be in an "off" position. Students must place their phones in a bag identified with their name, as they arrive in the classroom. Confiscated phones must be retrieved from the office by the parents.
10. No other electronic devices will be allowed in the classroom unless specific permission is given to the student.
11. **Dress code – no short shorts or inappropriate T-shirts.**



## DISCIPLINE

Every student should abide by our school rules. If a student is causing a problem in class he/she will be sent to the Religious Education office and the parents will be called. If a problem persists and the parents have to be called in more than twice they will be asked to remove their children from the program.

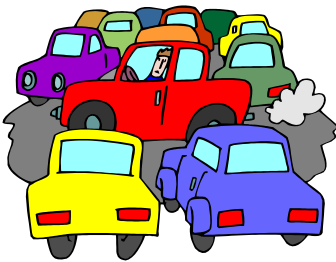
## RESTITUTION

Children are expected to respect the property of others. Memorial Hall is our parish meeting place, while Religious Education children are encouraged to feel very much “at home” in it, they are reminded that there are other sessions of Religious Education. Sometimes they can forget this. Children are also asked to be careful of displays, projects, teacher’s materials, and in the halls as well. Restitution is a moral obligation of justice. It is a way of repairing whatever damage or loss another person or group has suffered. Sometimes it is impossible to return exactly what has been taken. In such case, such as writing or scratching on a table top something of the same value must be substituted. If a child has stolen or vandalized something, it is not enough to just be sorry. The parents or guardian will be asked in justice to pay back what has been taken or vandalized.

## **Respect the property of others!**



## PARKING



When bringing your child/children to Religious Ed you must park your car in the church parking lot. No one is allowed to Double Park. This is done for the protection of the children and at direction of the Police Department

## RELIGIOUS EDUCATION WEBSITE/E-MAIL



Check our website at [www.holyfamily.us](http://www.holyfamily.us) for updated information on school closings, calendar changes and to download forms needed.

Our office may also be contacted by e-mail at [hfreliqoused@verizon.net](mailto:hfreliqoused@verizon.net)

## THE ROLE OF PARENT/GUARDIAN

**Please check your child's folder on a weekly basis for important updates to schedules, curriculum, class masses, and any other requirements from the office or their teachers.**

Parents or guardian are **Required** to supply all needed information regarding your child. If your child is classified with a learning disability or a medical problem, that information must be on file in the Religious Education Office. This information is confidential and only shared with your child's catechist teacher if needed. The information provided helps us give your child the attention he or she needs to make their learning experience as pleasant as possible.

The Church takes very seriously the obligation of all Catholics to attend Mass every Sunday and Holy Day of Obligation. This commitment is essential to the faith and will be taught as such. Your children will be taught that they are to attend Mass regularly, and it is your obligation as parents and guardians to see that this obligation is taken seriously. The Christian faith is not simply a code of behavior; it is a practice of faith. That faith is practiced primarily through being part of the parish community, and regularly encountering God through the liturgical life of the Church. Regular times of prayer are also encouraged for your family as well.

The family, what the Servant of God Pope John Paul II called "the domestic church" is the place where the faith is primarily taught. The message you are giving and the message we are giving must be in harmony with each other. In preparation for the Sacraments of Initiation, stress will be made of the obligation to fulfill the promises made in those sacraments, notably a promise to be faithful to God by regular prayer and worship. We are not here simply to allow our children to "get all their sacraments" we are here to assist you in preparing these young people for life as practicing Catholics. We ask that you prayerfully consider your commitment to this same goal. There will be accountability for learning the basics of the faith, and each class will have specific material which the children will need to know.



Pope Francis has stressed the need to return to a better understanding of our faith. It is our hope that the children, their parents and our parish can grow to a fuller understanding of our faith through the religious education we provide. We are excited about this and hope that you are as well.

## MISSIONARY CHILDHOOD ASSOCIATION

During the seasons of Advent and Lent mite boxes as they were once called, are distributed to the children. They are to collect any denomination of money and return them to the Religious Education Office. This money is sent directly to the Missionary Childhood Association to feed the hungry children throughout the world.



## SERVICE PROJECTS & FUND RAISERS

Each class will have an individual ***Social Justice Project***. To be successful; time and thought has to be given to each project. More so then ever, it is important for you to participate in the formation of your child's Christian experiences in our Religious Education Program. While you are not obligated to participate, fundraisers aide our Religious Education Program directly. Your generosity in participating in Candy, Pie, Book Sales, etc. helps us give your child the best Religious Education Program possible.

