

Religious Education

Parent Handbook



Saint Ann Parish
2026-2027 Catechetical Year

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Welcome



The Religious Education program at Saint Ann Parish is here to assist parents in guiding their children to be the people God intended them to be. You, the parents, are their first and best teachers. We offer resources and are here to support and partner with you so that your children come to know, love, and serve God as we are all called to do.

“Parents are the ones who must create a family atmosphere animated by love and respect for God and man, in which the well-rounded personal and social education of children is fostered.” - Vatican Council II

Registration

Forms are available in the back of church and in the parish office. You can also register online at <https://stannbb.org/>.

Program Fee

Our registration fee is \$80, \$70 if paid before April 30 for students in the traditional track. For students attending Family Catechesis at St. Luke, the fee is \$50. There is a \$25 additional fee for grades 2 and 8 to provide for sacramental prep books. Full payment is due by September 15.

Inability to pay does not prohibit a child from attending Religious Education. Please contact the office if you are experiencing financial hardship. We are here to help.

Our Program

The faith formation program at Saint Ann Parish is designed to give young people the opportunity to encounter Christ in their lives through the four pillars of a true Catholic life - **Faith, Prayer, Life in Christ, and participation in the Liturgy and the Sacraments.** Each of these elements is essential to experiencing the joy and peace that comes from living a full Christian life.

We now offer a choice of two tracks. Track 1 meets in-person each Sunday from 9-10:15 at Saint Ann. Track 2 meets once a month at St Andrew Parish Center of Saint Luke Parish for those who want to be more actively involved in their child's catechesis. Parents are responsible for making sure their children complete all work for whichever track is chosen. Children are expected to attend at least 8 full years of Religious Education. Our OCIA children meet on Sundays from 11:40-12:40.

Our Materials

- Kindergarten uses Pflaum Gospel Weeklies
- Grades 1-8 use Loyola Press Materials

For grades 1 and 3-7, if your child is absent from class, they are responsible to read the material that they missed in class and complete the session review. **Interactive Session Reviews are found at:** <https://www.loyolapress.com/faith-formation/finding-god/finding-god-2021/parents-and-students/>. Results must be e-mailed to dre@stannsbethany.org.

Second grade uses the *Rejoice Sacraments* Program. And eighth grade uses *Confirmed in the Spirit*. If you do not have access to a computer, your child may complete the pages in their textbook when they return. Other, independent home assignments may be given to make up for missed class time if needed.

Our Safe Environment Program uses Growing with God which integrates into the Finding God Series. Materials will be sent home for you to do with your child.

OCIA uses *Called to be Catholic* and *Confirmed in the Spirit*.

Requirements

Grade 1 – Preparation for the Sacraments of First Reconciliation and First Eucharist is a two-year program, beginning in Grade 1. Grade 7- Preparation for the Sacrament of Confirmation is a two-year program beginning in 7th grade. If your child has missed years of religious education prior to grade 7, please contact the Religious Education Office to discuss remediation.

Continuing Students – In order to register for the next grade, continuing students must have successfully completed all the requirements for the previous grade. If your child did not complete all session reviews from the previous year, you may still register for the program. However, your child cannot be placed in class until all work from the previous year is complete.

Returning/Transfer Students – If your child is returning to our program after attending religious education classes at a different parish, you must provide documentation from that parish stating that your child successfully completed the requirements for the grades he or she did not attend at Saint Ann.

If your child is returning to Religious Education after having missed one or more years of instruction, please contact our office to make an appointment with the coordinator to discuss remediation.

Homeschool Families – If your child is homeschooled, please contact the Religious Education Office so we can make sure the program meets diocesan standards and to form a plan to review progress and set up a timeline for reception of the sacraments.

Most Blessed Sacrament Students – We welcome you to join us at any time, but we understand that your children receive religious instruction every day in their school setting. Please contact us to receive materials, dates for parent meetings, retreats, and sacramental preparation.

Please Note: If your child was not baptized at Saint Ann Parish, you must provide us with a copy of his or her Baptismal Certificate before he or she can register for the program. This applies to all **Grade K** and **new/transfer** students. Please mail or drop off a copy of your child's Baptismal Certificate to the Religious Education Office. Without a Baptismal Certificate, your child cannot receive the Sacraments of Reconciliation, First Eucharist, or Confirmation. If your child is not baptized, please contact us so arrangements can be made for him or her to receive the Sacrament.

Children with Special Needs



Children with special needs or disabilities are welcome to become a part of Saint Ann's Religious Education. Whenever possible, we integrate children with special needs into our ordinary classes and adapt our curriculum according to their abilities. Because our program is based on the skills of typical learners, it is important that parents inform us of any IEP or learning plan recommendations. We will do our best to make accommodations whenever possible.

Policies & Procedures

Absences

For Track 1, Parents are asked to call or email the office if their child will be absent for safety reasons. The office may call home to confirm an absence if we do not receive notification. Students who are absent more than 5 times may be required to meet with Father Klevence, our pastor and may be asked to repeat the year. Students are responsible for making up the material that was covered in class while they were away, by completing the **online session review**. If work is not made up, students may be required to repeat the year. Extraordinary circumstances, like an extended illness will be considered.

For Track 2, 1 absence is permitted for the once per month in-person session. Families that miss more than 1 session may be required to meet with the pastor, Father Jennings to continue.

Accidents

In case of an accident, the office will first attempt to contact a parent/guardian at the phone numbers listed on the registration form. If we are unable to reach a parent, we will call the emergency contact person listed.

Allergies

Please list any food or environmental allergens that might cause an acute, life-threatening allergic reaction in your child. If your child requires an EpiPen or another medical device, we ask that one be made available, always, while he or she is under our care. Teachers have been asked to keep any snacks nut free; however, we cannot guarantee that packaging is accurate.

Background Checks

A background check is required for all new catechists, aides, and volunteers who work with our children. Renewal of the Background Check is required every five years. All catechists and aides view the FSOGC videos every year.

Cell Phones

Cells phones must remain turned off and in your child's pocket or backpack for the entire time he or she is in class. A student caught using his or her cell phone to call, text, or play games during class may have it confiscated by a Religious Education volunteer or staff member. Confiscated phones will be sent to the Religious Education Office and only be returned in person to a parent.

Class Cancellations

Cancellations due to inclement weather will be posted on the parish website: <https://stannbb.org>. Notifications may be made by email or text message.

Custody

Consistent with the law, in the absence of a court order to the contrary, the Religious Education Office will provide the non-custodial parent with sacramental information. If a court order specifies otherwise, the custodial parent must provide the Religious Education Office with a copy of the court order.

Discipline and Behavior

Saint Ann Religious Education students are expected to be respectful, be responsible, and be empathetic when engaging in parish activities and classes. Any behavior deemed to be disruptive or dangerous will not be tolerated. This includes bullying, fighting, sexual harassment, verbal abuse, vandalism and possession of illegal substances or weapons. It also includes any pattern of disruptive behavior in the class that undermines or derails the lesson or

classroom order. Any student who engages in conduct that is detrimental to the safety and well-being of others or does not allow learning to take place will be removed from class for the day, and his or her parents will be notified. If the behavior persists, he or she will no longer be eligible to attend class at Saint Ann Parish. Every effort will be made to redirect your child and work with them to ensure learning for all.

Early Dismissal

Parents should send a written note with their child if the child is to be dismissed from class early. Parents are not allowed to directly enter the building and remove a child from the classroom. Please wait at the front door until greeted by the hall monitor and request dismissal. The hall monitor will release the child into the parent's custody. All missed work must be made up.

Email & Text Messaging

Email is our current means of communicating with parents and students. However, we will be rolling out text messaging through the Flocknote program as our main means of communication this coming year. All families are requested to provide the Religious Education Office with a current email address and phone number that are checked regularly.

Important! If you do not have a phone number that can accept text messages, please be sure the Office has a valid email address, or you will not receive the reminders or notices we send out electronically in a timely manner.

Homework

Homework is given at the discretion of the teacher.

Pick-up and Drop-off

Eighth grade should enter and exit through the Main doors facing the parish office. Children in levels 1-4 should enter through the doors facing the rectory. Children in levels K and 5-7 should enter through the doors facing Delaney Hall. If you have children in multiple levels, have them enter through the youngest's door. At dismissal, older children should pick up their younger siblings and leave from their younger siblings designated door. OCIA should enter and exit through the main doors facing the parish office.

Visitors

Just as children may not bring guests to their school, they cannot bring them to religious education classes. This is a safety issue.

Youth Ministry

All children in grades 5-12 are called to be part of our Youth Ministry Program. Throughout the year Youth Ministry participants gather monthly for service projects, fun, trips, and learning. Older children may be asked to be leaders. Please contact Jared Browne for more information and to sign up at ymc@stannsbethany.org.

Catechists



Catechists are people who facilitate the process of faith formation by sharing their time and talents with others. Becoming a catechist is a wonderful way to grow in your own spiritual life. Training is provided along with continued support and faith formation. A one-year commitment is requested, but substitutes are available for emergencies and travel.

Catechist Aides

Helping as a catechist aide is a wonderful way to support the program for parents and guardians who are unable to make the larger commitment of being a catechist. Catechist aides help catechists by taking attendance, assisting children with special needs, distributing materials, and helping to facilitate the group experience. They may collaborate with a particular catechist for the entire year or may function as a “floater” by scheduling to help for whatever days they have available and filling in where there is the greatest need.

Please contact the Religious Education Office if you would like to volunteer as catechist or a catechetical aide. Email us at dre@stannsbethany.org.

Helpful Websites

Saint Ann Parish Website

www.stannsbethany.org

Our parish website is filled with information and opportunities.

Saint Ann Facebook Page

<https://www.facebook.com/pages/Saint-Anns-Catholic-Church/150701441613680>

Looking for inspiration or just want to see what has been going on in the parish? Check out our FB page.

Catholic Diocese of Wilmington

<https://www.cdow.org/>

From employment opportunities to ministerial information, this website tells you all about our diocese.

U.S. Conference of Catholic Bishops

www.usccb.org

The official site of the U.S. Catholic bishops includes an online Bible, the Catechism, publications, movie reviews and more.

Loyola Press

www.loyolapress.com

Loyola Press embraces the Jesuit passion for helping people to find God in all things. They continue the Jesuit tradition of excellence and service through the content they create and by being people for others.