

Religious Education Parent/Student Handbook

St. Peter's Church is dedicated to helping our students grow their faith in a loving safe environment that spreads the true message of our Catholic faith, so that our students may come to recognize the love of Christ and to help them participate more fully in the life of the Catholic Church.

Program Policies for 2025 - 2026

For our Program to run smoothly and ensure safety measures while your children are in our care, we ask that you please read our Parent/Student Handbook in its entirety. Included you will find guidelines for safety, student behavior while attending our program, as well as guidelines for our policy on absences and tardiness for our students.

Please read over the policies for our Program, which follows the guidelines of the Archdiocese of New York.

Safety Policy

These rules are set in place to ensure the safety of our students attending our Program and we follow the guidelines set by the Archdiocese of New York.

1. All children in our program (grade 1-5) are to be escorted by their parents/caregivers to the gates of the alley located adjacent to the Church on Barclay street.
2. Middle school children can dismiss themselves.

Class Placement

Parish Religious Education Programs are a preparation for life. The students are expected to attend Religious Education continuously from level one through 8th grade.

In order to be eligible to receive First Holy Communion, the students must complete the TWO years of Religious Education.

Any child who drops out of the Religious Education Program after receiving First Holy Communion will, when re-entering the program, be required to complete "catch-up years" before starting the Confirmation preparation.

Mass Participation

It is expected that all children in our Religious Education Program attend Mass in person. This is an integral part of the children's understanding and growing in their Catholic faith.

On a Sacrament year (First Holy Communion and Confirmation), attending Mass is mandatory, and preferable in our Parish.

Sacramental Program for 2nd and 8th graders

The 2nd graders will be given a FAITH CARD to record Mass attendance. The 8th graders will be asked to give "an attendance card" to the priest at the end of Mass.

Faith cards and "attendance cards" will be distributed at the beginning of the school year.

Tardiness and Early Dismissal Policy

To help prevent disruptions to the classes already in progress, please make every effort to arrive on time and have consideration for the catechists and their lessons. It is extremely disruptive when students arrive late to class or are being picked up early.

An email from parents is required for middle schoolers who want to dismiss themselves early. Early dismissals are considered "exceptional" and cannot happen at each class.

Absentee Policy

Regular attendance is expected throughout the program calendar year. We do understand that children get sick, have emergencies, family obligations etc. However, please make every effort to bring your child on time each week for the continuity of the program.

If a child is enrolled in a Sacramental year (2nd and 8th grade), it is crucial that your child attends classes regularly. Excessive absences and/or tardiness in a Sacramental year may result in your child being delayed in making their Sacrament until the following year.

Please note that we do not accommodate requests of class change throughout the year to accommodate other extracurricular activities like sports.

Special Needs/Medical Conditions

Please inform the director before the first day of class if your child has any special needs or medical conditions so we can make special accommodations needed for your child.

Medication of any kind is not permitted on a student. If special emergency medication is necessary for your child, please speak to the Director about the Archdiocese's policy on emergency medicine (i.e. Epi-Pens).

Behavior/Discipline

For the best learning environment for all the students and the catechists, it is expected that the students attending our Program show respect to the catechists, the staff and their fellow classmates, and to the Program's property. Our goal is to provide a loving safe environment for all our students to learn about our Catholic Faith:

Our basic expectation for each child who attends the program:

1. Respect the Catechist and other students in their classroom.
2. Arrive on time weekly.
3. Listen to the lesson from their catechist
4. Hands need to be raised to ask questions or comments on topics being discussed
5. Turn off all cell phones or any electronic devices during class
6. Respect the property of the program: no writing on tables, chairs, walls, no food/drinks in the classroom. The cleanliness of the classrooms is the responsibility of all.

Email Communication, Flocknote, website, bulletins and Family information

Email and Flocknote are our main source of communication with our families. It is important for our families to check their emails regularly and make sure they are receiving the weekly Flocknotes.

Please make sure your family is registered with the Parish!

Please note that once the school year is over, Flocknotes only are sent out, no individual email to families.

The calendar for the school year is posted on the website as well as the weekly bulletin.

Emergency Closure Policy

For weather related closing, we follow the NYC Public School schedule.

In case of emergency, we use either Flocknote notifications or our email system to notify the families.

We are here to assist your family in any needs you may have throughout the year. Feel free to contact our office at any time should you have a concern or need.

We look forward to a faith-filled year in our Program. Please watch your emails/Flocknotes throughout the year for updates on church happenings, special events, and invitations to participate as a family at St Peter's Church.

In Christ,

Maiwenn
Coordinator of Religious Education