



DIOCESE of PROVIDENCE

Implementation of *Circle of Grace* Curriculum and Audit Information

There are **four core aspects of this Curriculum** that must be taught each year. As you review the grade topics, you will see these four concepts woven into each topic. They are the following: Sacredness, Boundaries, Action Plan if provided for the grade, and Age-Appropriate Vocabulary.

Lesson Plans Please review the Curriculum for specifics and creative activities which convey each of the above-mentioned points.

Implementation Steps:

1. Notify parents annually of the implementation of this program. This can be accomplished by a letter, parish bulletin, brochure, parent meeting, web page or newsletter. A sample letter can be found in the Curriculum under Administrators/Directors section.
2. Implement Lesson Plan in each grade. Above we highlighted the key concepts that must be presented each year in each grade.
3. Ensure that all your students have been instructed. Have an in-class presentation at the time you deem appropriate. **For those who are absent (or doing home study in a parish program) provide a copy of the lesson to the parent or guardian.** All enrolled children must be included in the audit report.
4. Complete the Safe Environment Audit Form. Complete the required online audit form no later than **November 7th each year.** This is the only form we need for the audit.

Filling out the Audit Form:

1. **No. Instructed in Class:** the number of students in your school or parish Faith Formation program who were:
 - a. In attendance for the lesson.
2. **No. Instructed at Home:** the number of students in your school or parish Faith Formation program who were:
 - a. Absent and lesson plans were sent home.
 - b. Homeschooled and lesson plans were sent home. (parishes only)
3. **No. Opted Out:** Number of children whose parents opted out of having their children present for the Circle of Grace lesson and the lesson was sent home (Parents signed an Opt Out Form or submitted their own statement in writing).