

**CCE Handbook
2017-2018**



**Holy Rosary Catholic Church
1416 George Street
Rosenberg, TX 77471**

Phone: 281-342-3089 ext. 106 or 141

**Fr. Bill Bartniski, Pastor
Tina Hollopeter, DRE
Leann Jerkins, CCE Coordinator**

www.holyrosaryyouth.org

MISSION STATEMENT OF HOLY ROSARY PARISH

We, The Catholic community of Holy Rosary, Rosenberg, under the patronage of Mary, Queen of the Holy Rosary, are bonded together by a common belief in Jesus Christ and our commitment to His teachings.

We, as a community of believers, are called to proclaim the Gospel, to be a witness and sign of God's Kingdom on earth, and to work for our salvation.

Mindful of our Patroness, Mary, and her example as parent, teacher, and intercessor, we are committed to accomplish this mission through service, education, prayer and the celebration of the Eucharist.

CONTINUING CHRISTIAN EDUCATION MISSION STATEMENT

We in the Office of Continuing Christian Education of Holy Rosary Parish are committed to lead and guide our parishioners in all stages of life and development to continuing conversion and faith formation as disciples of Christ. We will do this by educating, serving and evangelizing, in order to become a parish of full, conscious, active participants in liturgy and ministers of Christ.

GENERAL

The CCE Program at Holy Rosary Parish consists of classes for grades Pre-K through 12th grade, and sacramental preparation for First Reconciliation, First Eucharist, and Confirmation. The program is designed to meet the catechetical, spiritual, and liturgical formation of the parish and to promote community service.

COMMUNICATION

All CCE information is on our website at www.holyrosaryyouth.org. The CCE Office will provide parents with a calendar for the year. In addition, a monthly newsletter noting special events will be sent home with the students. The church bulletin has a CCE column each Sunday. Reminder notices and parent letters will also be sent with students. In weather emergencies, please follow the Lamar Consolidated Independent School District rulings.

REGISTRATION

Early registration will be during August. Registration will continue until September 20th. After this time, registrations will be accepted on the basis of availability of classes and a \$20.00 late fee is assessed. Registration fees are as follows: one child - \$70.00, two children - \$90.00, three or more children - \$100.00. There is also a sacramental preparation fee for materials of \$40.00 per child for those in First Communion and Confirmation classes. The deadline to register for sacramental preparation is Wednesday, September 28th. For Confirmation students, there is a \$90 Confirmation retreat fee per school year for both Confirmation I & II students. Registration fees are used to offset the cost of books, teacher and class supplies, and hospitality. Registration fees will be paid in full at the time of registration. A family must be registered in Holy Rosary Parish before a child can be enrolled in a class. No child will be denied CCE for financial reasons. Please contact the CCE office for confidential arrangements.

SACRAMENT PREPARATION

First Communion requires two years of systematic catechesis by attending all CCE classes. Immediate, sacramental preparation takes place during the second year, in addition to grade-specific CCE classes.

Confirmation requires two years of systematic catechesis by attending all CCE classes. Immediate, sacramental preparation also takes place during the second year. A Confirmation retreat is required each year along with an interview and participation in service projects. Teens in Confirmation preparation and who attend Catholic school are required to attend Sunday Mass, sacramental preparation classes, the Confirmation retreats and invited to attend regular CCE classes and group meetings before classes. Guests are usually welcome, but you must contact the CCE Office ahead of time. There is also a sheet of guidelines that is given out to parents and teens and is available at www.holyrosaryyouth.org

ATTENDANCE

Parents are obligated to be the first examples of faith and are expected to attend regular Mass with their families. Regular attendance at CCE classes is an important factor in helping your child deepen his/her understanding of church teaching, scripture, prayer and the importance of community.

First Communion youth (1st and 2nd grade) and Confirmation I and II teens should not miss more than two classes per school year of CCE.

ARRIVAL AND DEPARTURE

Students go directly to the gym each week. Students will be picked up at the gym walkway for Pre-K through 5th grades and the junior high building for 6th through 12th grades. For the safety of all children, please drive cautiously in the parking lot and follow the directions of the volunteers coordinating the pick-up line.

PARENT INVOLVEMENT

Parents are the first and primary source of education for the family. Parents should lead by example and attend regular Sunday Mass. The CCE Program supports the family in educating the children. The success of every religion class and event depends on the cooperation of the catechist, student and parent.

SPECIAL NEEDS

In most cases, children who are in Special Education classes in school should also be in religion classes adapted to their special needs. Please talk with your child's teacher and the CCE Office regarding your child's specific needs. Any medication or health concerns should be brought to the attention of the CCE Office during registration, or as soon as it is diagnosed. It is our policy not to administer any medication to students. These matters will be kept in confidence

CONDUCT EXPECTATIONS

CODE OF CONDUCT

The Code of Conduct for the CCE Program is consistent with that expected of a guest in a Christian home. The emphasis will be to provide an atmosphere in which the students can best experience and live the Christian principles presented to them in the program. Students are expected to arrive on time and remain for the entire class or event.

Please understand that all regulations are made for the safety and well-being of all who participate in the CCE Program at Holy Rosary Parish. All are invited to cooperate so that a harmonious atmosphere exists for sharing our Catholic faith.

GENERAL CONDUCT

It is our desire to foster an atmosphere of respect for one another in the CCE program for the children and young people. We expect the students to be respectful in words and actions to one another as well as to the volunteers. We also expect the young people to participate fully in all activities. The use of cell phones during scheduled class time is not allowed. Any student seen using a cell phone during class will be asked to put it away. Further use will result in the cell phone being taken up until the end of class.

We ask that you convey to your children and young people that their catechists are volunteers who give of their time to come and share their Catholic faith. They do this because of their love of God and their love for all that God has created. They deserve to be treated with respect.

The physical surroundings are also to be treated with respect. The classrooms and other spaces used are to be taken care of and not marred or damaged in any way. Respect must also be given to the items in those spaces such as walls, chairs, tables, pencils, pens, texts, etc.

All students are expected to conduct themselves according to the standards of Christian charity, virtue, good manners, civility and due respect. Disruptive behavior will not be tolerated.

DISCIPLINE POLICIES –

- At the first incident the child/student is to be reminded of expected behavior and the consequences of misbehavior.
- After the second incident, the child/student is to be sent to the adult supervisor, usually the DRE, for discussion of appropriate behavior.
- After the third incident, the student's parent will be called to pick up the student and discuss the situation.