

Do This In Memory of Me



St. Bridget Catholic Church
Faith Formation
Family Handbook
2011 – 2012



St. Bridget Roman Catholic Church

2213 N. Lindsay Road Mesa Arizona 85213

(480) - 924 - 9111

Dear Families of St. Bridget Parish,

We welcome you to our Faith Formation Program for the 2011 – 2012 year! This year's Catechetical theme is "Do This in Memory of Me". As a parish and as a Church our focus will be on the Holy Eucharist and on the implementation of the revised Roman Missal.

Jesus said these words at the Passover meal when he was at supper with his friends. At our liturgies, these words are prayed during the consecration of the Eucharist. Therefore, in Word and Sacrament, we are reminded of Jesus' words. These are not symbolic words; not just words from the past; these words form our present and indeed our future. When we do what Jesus commanded us to do through the liturgy and the Eucharist we become the mystical Body of Christ who is sent forth to do mission. As the Body of Christ, everything we do for our neighbor should be done with the words of Christ echoing in our ears: "Do this in memory of me."

Our Parish Mission Statement states: "We are a Catholic community consciously celebrating the Eucharist with joy and growing as Christ's disciples." This year, guided by the Holy Spirit, the entire English speaking Catholic Church will implement changes in the way we pray the Eucharist. We know for some change is difficult, but we hope that everyone, adults and children, will take these changes as blessings and as opportunities for growth in the way we celebrate the Mass. The USCCB states: "the entire Church in the United States has been blessed with this opportunity to deepen its understanding of the Sacred Liturgy, and to appreciate its meaning and importance in our lives." Apart from the regular class sessions and special Family Nights that the Faith Formation Program will offer, I will be leading several educational opportunities for parishioners to become aware of what the changes in the liturgy entail. I invite you to come to those classes so that you will be informed on the changes, which are scheduled to take place on the 1st Sunday of Advent, November 27, 2011.

Once again, I welcome you to our Faith Formation Program. The Church states that parents are the first teachers of the faith and our program mission is to assist you in the catechesis of your children. Thank you for sharing that trust with us. May God bless us, and may St. Bridget intercede for us as our catechetical year gets underway.

Rev. Scott Brubaker,
Pastor – St Bridget's Church



Dear Parents/Guardians,

Welcome to St. Bridget's Faith Formation Program for Children and Youth. The children call our program "Church School"; some of us grew up calling it C.C.D.; R.E.; or Catechism. Many churches call these programs either Christian Formation or Faith Formation. Whatever name it goes by nowadays, the task is still the same. The goal of the Faith Formation Program is to assist parents with the important role of forming children in their faith through Catechesis and Liturgy (thus our icon of church and book).

Faith formation is a lifelong process. The Church has always taught that parents are the first and the best teachers of their children when it comes to matters of faith. It is in the home that children first learn prayers, attend mass as a family, where Christian conduct is modeled and children observe Christian acts of charity taking place in the home.

It is in the larger community where children and youth continue in their faith formation by attending classes and learning the teachings of our Church, by participating and attending Sunday mass, getting involved in parish ministries and service projects. Sunday mass is the most important gathering we have as a community. Attendance at mass is vital to life long faith formation.

At St. Bridget, our Faith Formation volunteers help children establish a personal and loving relationship with the Father, Son and Holy Spirit. We share our faith and stories of the angels and Saints, and we instruct the children on the official teachings of the Church using some of the finest textbooks and resources available. We offer spiritual and educational opportunities to help children and youth grow in their faith.

Thank you for your commitment to the baptismal promises that you made at your child's baptism. Thank you for your support and cooperation. We look forward to collaborating with you in the spiritual development of your child. May all we do be a reflection of His love and of His words, "Do this in memory of me". God bless us all as we begin our year together.

Mrs. María E. López,
Elementary Program Coordinator
(480) 830 – 0768
mlopez@stbridget.org

Mr. David Portugal
Youth Program Facilitator
(480) – 924 – 9111
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Parish Website: www.stbridget.org
Facebook: St Bridget-Mesa AZ

A Prayer for the Domestic Church – the Family

Lord God, Source of love and life.

Through Your Son, Jesus Christ, and through the Holy Spirit, grant that every family become a little Church in their own home; a home full of life and love.

Through Your grace guide the thoughts and actions of husbands and wives for the good of their families.

Grant that their children may find in the family home true models of faith and love, true witnesses of the Gospel, and true messengers of justice and peace.

Grant that love, strengthened by the grace of the sacrament of marriage, may overcome any weaknesses or trials through which families pass.

Through the intercession of the Holy Family of Nazareth, grant that husbands, wives and children may be respectful of each other and grow in love and grace.

Unite them, Lord, that they may be closer to each other in all family activities,

And unite them even closer to You, Source of all goodness.

We ask this through our Lord Jesus Christ, your Son, who lives and reigns with you and the Holy Spirit, one God, for ever and ever.



FAITH FORMATION HANDBOOK

For the purposes of this handbook, the term “student” will be used in place of child, children or youth; unless specified otherwise. The term “parent” refers to parent/s, unless parental rights have been judicially limited or severed, or legal guardian. The term “Faith Formation” refers to the catechetical process for all students enrolled in any of our Catechetical programs.

St. Bridget Church reserves the right to amend the handbook. Students, parents, parish staff and volunteers will be notified whenever there is a change in the stated policies or procedures set forth in the Parent/Student Handbook.

To save costs, the handbook will not be mailed. We ask you to please download and print the handbook for your use. Please review the policies and if you have any questions, please contact either Mrs. Lopez or Mr. Portugal. By registering your child in our program and signing the agreement, you and your child agree to abide by all policies and requirements.



WELCOME!

FIRST DAY OF CLASSES WILL BE A MANDATORY PARENT ORIENTATION CLASS.

TUESDAY, SEPTEMBER 6TH AT 4 P.M. OR 6 P.M.;

WEDNESDAY, SEPTEMBER 7 AT 6 P.M.

FAITH FORMATION SESSIONS FOR GRADE SCHOOL LEVEL

Registration Requirements: All families enrolled in our Faith Formation Programs are required to be registered parishioners. To register in the parish, please obtain a Parish Registration Forms (available in the parish office or narthex at church). Parish registration records are to be updated in the Parish Office whenever there is a change in family status (birth, marriage, etc.) and when emails, telephone numbers and addresses are changed.

- The Elementary program accepts children enrolled in school in grades -
 - Kindergarten through 5th Grade.
 - Pre-K students who are 4 years old by 09/01/2011.

- You have your choice of 3 different Times. Sessions are offered:
 - A. Session – Tuesdays from 4:00 p.m. – 5:15 p.m. *
 - B. Session – Tuesdays from 6:00 p.m. – 7:15 p.m.
 - C. Session – None unless the need arises
 - D. Session – Wednesdays from 6:00 p.m. – 7:15 p.m.



*NOTE: Preschool, 4 year olds ONLY meet at the A. Session.

When registering your child please indicate your first choice and second choice on the form.

FAITH FORMATION SESSIONS FOR JR. HIGH AND HIGH SCHOOL LEVEL

- The Youth program accepts students enrolled in school in grades -
 - 6th through 8th Grade – Junior High “THE EDGE”
 - 9th (Freshman) through 12th Grade (Senior) – High School “Youth Group”

- Sessions are offered on:
 - EDGE - Monday, 6:00 p.m. – 7:15 p.m.
 - Youth Group - Wednesday, 6:00 p.m. – 7:15 p.m.

REGISTRATION FEES (COVERS THE COST OF MATERIALS AND SUPPLIES)

All fees are due at the time of registration. If you cannot pay your fees at the time of registration, please notify the Faith Formation office for assistance.

\$80.00 for one student

\$80.00 for 2nd student

\$40.00 for 3rd student

\$200.00 total for a family of more than 3 students enrolled.

\$20.00 Textbook replacement if a textbook is lost.

Payment Methods: Please make checks or money orders out to:

“St. Bridget Church” and mail to: 2213 N. Lindsay Road, Mesa Arizona 85213

Please write “Faith Formation” and the student’s name in the memo section.

Please do not mail in cash with your registration. Cash is accepted in person.

Payment by MasterCard or Visa is accepted.

Refunds: Refunds will not be available after August 24.

Ministry Discount* - If you are regularly involved in a parish ministry, you will receive a 50% discount of Registration Fees only. Involvement in ministry must be regular, not seasonal or occasional. Ministry will be verified through parish records. Full payment of registration fees will be expected if it is found that you are not actively involved in a parish ministry.

*Ministry Discount applies only to St. Bridget parish ministries and not to Organizations.

Catechist and Aides Discount: Registration fees are waived for all Catechists and Aides who share their time and talent for the entire catechetical year. Sacramental material fees are not waived. Those who do not complete a full year's commitment will be billed for partial payment.

Additional fees may be charged for extra activities during the year (i.e. retreats, field trips, game nights, VBS, etc.)

SACRAMENTAL MATERIAL FEES (COVERS THE COST OF BOOKS AND MATERIALS)

If the student is a candidate for Sacraments this coming year, Sacramental Material fees are added to the cost of the regular registration fees. Discounts do not apply.



Baptism	\$30.00 per student
Reconciliation	\$30.00 per student
Confirmation/Eucharist	\$30.00 per student
Confirmation Only	\$30.00 per student
Textbook replacement	\$20.00 per lost Sacramental Book.

REGISTRATION FORMS and REGISTRATION INFORMATION

Registration Forms are available on the parish website, parish office and church narthex. Please select the correct form for registering your child for our Elementary or Jr. High/High School Program. Print clearly when filling out the forms. Parent/Guardian is responsible for filling out the forms correctly. Choose a 1st and 2nd time preference in which you want to enroll your student, or any sacramental needs. Please keep a record of the date and time.

Notifications of Class Assignments will be made ONLY in the event that your first choice is unavailable. If we do not contact you, that means your first choice of class is acceptable.

Baptism Certificates: If the student has not received the Sacrament of Reconciliation, Eucharist and/or Confirmation, please attach a photocopy of their baptism certificate.

Birth Certificate: If the student is not baptized, please attach a photocopy of birth certificate.

Registration Deadline: The last day to register a child/youth in our programs is August 31. Please note that classes will begin early, on September 6, 2011. Registrations will not be taken at the door, but a waiting list will be in place should there be available space after September 6.

First Come – First Served: Class size is limited and is on a first come, first served basis. Registrations are processed in the order they are received. Should the class reach its maximum limit, students will be placed in their second choice of time preference. Parents will be informed. Be sure to indicate your first and second choice of time preference.

Changing Classes: Changes will be allowed until October 4th. Changes will not be permitted after that date. **Changes mid-year will not be allowed.**

Session Availability: To better utilize our space and volunteers, if there are less than seven children per grade/session, the session may be cancelled. Grades will not be combined as has been done in the past. We feel strongly that each child needs to have their class with their age group. In the event of this happening, the students in the cancelled session will be placed in their second choice of time preference and parents will be informed. Please make sure you indicate your first and second choices for your time preference on the registration form.

Shortage of Catechists/Aides: We rely on volunteer catechists. Should the situation arise where we do not have any catechists to cover a certain session we may have to cancel the session. In the event of this happening, the students in the cancelled session will be placed in their second time preference. Parents will be informed.



Parish Office Hours and Telephone: St. Bridget Parish Office is open Monday – Thursday, 9 a.m. – 4:00 p.m. Friday, 9 a.m. - Noon; and usually during the weekend during Mass times. Telephone: 480 – 924 – 9111. The Faith Formation Office and Youth Ministry Office hours have not been determined as of the printing of this handbook.

Calendar for Faith Formation: Calendar will be made available online and will be given on the first day of Faith Formation.

Transfer Policy to St. Bridget If a student is transferring into St. Bridget from another parish, please provide a transfer letter from the previous parish containing the student's attendance record; how many years student attended that parish program; what if any preparation was given for Sacramental Preparation. St. Bridget will accept transferring students only if the family has registered in St. Bridget parish.

Transfer Policy from St. Bridget: If a student is transferring from St. Bridget to another parish, please contact the Faith Formation Office to request a Transfer letter. Please give us at least two week's notice in order to prepare the letter.

Parish and Student Records: St. Bridget Church uses Parish Data System (P.D.S.), as the database for parish records. Please keep the parish office informed of any changes (address, telephone, emails, family situations, etc) so that we may have accurate records. A permanent record is maintained for each student in our Faith Formation Program and includes a record of Sacraments that have been received.

Baptism Certificates: Students entering our Faith Formation Program must submit a photocopy of their baptism certificate. If your child was baptized at St. Bridget, please provide a photocopy of their Baptism Certificate.

Progress Reports: During the year, written reports on the student's progress will be given to the parents/guardians. Catechists will provide a review of the student's progress in the matters of attendance; attitude; conduct; effort; class participation; retention of material presented.

Meeting with Catechist or Coordinator/Facilitator:
Parents/guardians are always invited to speak to the Catechist/Coordinator/Facilitator if there are concerns regarding their child. These meetings will take place by appointment only.

*"Faith sees a beautiful blossom in a bulb,
a lovely garden in a seed,
and a giant oak in an acorn."
William Arthur Ward*



Early Registration: Beginning in Spring 2012, registration will take place in Spring for following year instead of during the summer months. This will give us a count of how many students to expect the following year.

PARISH MEANS OF COMMUNICATION

Bulletin: The parish bulletin is a vital source of communication. We encourage you to read the bulletin for information pertaining to our programs; it is also available on our website.



Website: Please go to our parish website for information on our parish: www.stbridget.org.

Facebook: St. Bridget – Mesa AZ is on Facebook. We will use Facebook as one of our sources of communication to quickly inform Faith Formation families of any class cancellations.

Emails/Telephone Calls/US Mail: We use email or send regular mail to your home with information (letters, fliers, newsletters) regarding parish programs or events. We may also contact you via telephone or cellular.

CURRICULUM FOR ELEMENTARY GRADES

KINDERGARTEN – 5TH GRADE With its unique spiral method, Faith First Legacy Edition introduces and reinforces the timeless truths of our Catholic faith—doctrine, Scripture, and the liturgical year—on every grade level to provide a complete catechesis that assists families in their faith and life. Check out their website www.faithfirst.com for more information such as prayers, family activities, and spiritual components.



PRESCHOOL: The Catechesis of the Good Shepherd for Preschool 4 year olds (CGS) is an approach to the religious formation of children that is rooted in the Bible, the liturgy of the church, and the educational principles of Maria Montessori. Children gather in an "atrium," a room prepared for them, for true hands on learning for their age level. CGS gives our 4 year olds the opportunity to grow in love and knowledge of God using their senses.

Vacation Bible School (VBS): VBS is a religious education program that uses Bible stories, skits, arts, crafts, games, and upbeat and lively Christian hymns that convey a Christian message meant to enhance the year's VBS theme. VBS is held for one week during the summer.

HOME SCHOOLING OPTION (Preschool 4 year old to 5th)

Mindful of parents' privilege as the primary educators of their children in the ways of faith and yet mindful of the fact that we form a parish community, St. Bridget offers families the option to Home School their child if they adhere to the following guidelines:

- Parents are only to home school their own children.
- Our Home Schooling Program uses the Faith First Legacy Edition, the textbook used in Faith Formation classes.
- At www.FaithFirst.com you will find activities designed to supplement the lessons you are preparing at home and resources for ideas to assist your family.
- Home School students and parents will meet regularly with Mrs. López.
- Home schooling is not available for children seeking to celebrate Sacraments.
- Home Schooling Families must register (with appropriate fees) in the St. Bridget Faith Formation program.
- All Home School students and/or families will participate in the Faith Formation special events calendar as well as any special Home School Events (dates TBA).



Special Needs Children: The Faith Formation Office is pleased to invite children with special needs to participate in our Faith Formation Program. Know that your child's needs and development is precious in the eyes of God, and that he/she is welcome in our program. If your child has a special need, please indicate that information on the registration form. You may also be asked to fill out an Individualized Religious Education Plan.



Mass Attendance: This year our focus will be on the Eucharistic Liturgy, the Holy Mass. Our faith life builds upon what we do at Mass. It is at mass that we are nourished to go out into the world and spread the Good News of Jesus Christ in the workplace, at home, and in the schoolyard. Weekly participation in the weekend liturgies are the most effective way to form children in the faith because they experience the ritual week after week and become familiar with the Mass which is very important in light of the new changes taking place. They will listen to the Word of God, which speaks to us of the history of salvation and of Jesus who came to bring us new life. Families receive the Body and Blood of Christ and are transformed into the Mystical Body of Christ. We are obliged as Catholics to attend mass on Sunday and on Holy Days of Obligation. As the first and most important teachers of your children, your example is vital in the faith formation of your children. At St. Bridget, students enrolled in the Faith Formation Process are expected to attend mass on a regular basis.

Stewardship: Student Envelopes for their Sunday contribution are available in the Narthex of the church. Please be sure to obtain one for your child. Fill out the information and place it in the Sunday collection. This promotes a positive stewardship and tithing experience for children.

Special Faith Formation Activities

From time to time, the students in the Faith Formation Program are asked to participate in special events at Mass, prayer services, service projects or parish activities. We encourage parents to participate as a family with their children in these events. Our parishioners love seeing the children participate during these special times. As Catholics, we share in each other's journey of faith. Participating in special activities helps develop a sense of Christian community with other parishioners and allows the students to experience community.

SACRAMENTAL PREPARATION – ELEMENTARY GRADES

“Sacraments are outward signs instituted by Christ to give inward grace (CCC 1114, 1127)”

At St. Bridget Church, our Sacramental Preparation Program respects and reinforces the important role that parents have in the faith development of their child. As stated, parents are the first catechists of their children. Our program will work in partnership with the parents/guardians of Sacramental candidates. Students attend regular Faith Formation Classes and in addition, will be provided with a Sacramental Textbook, which will be worked in during regular class sessions. Parents are also asked to work with their child by assisting them with any homework assignments, attending required workshops/retreats, working on the family pages of the textbook. Families are likewise expected to participate faithfully in the life of the parish through ministerial opportunities and by attending Sunday liturgy.



Baptism: Students who have reached the age of reason (7 years of age or older) and who are not baptized attend regular formation sessions in addition to special sessions for unbaptized students and their families. This is a two year process based on the Rite of Christian Initiation of Adults adapted for Children. These children, their family and sponsors will meet periodically in the first year of formation. During the 2nd year of Formation, children prepare for the Sacraments of Baptism, Confirmation and Eucharist.

First Reconciliation (Confession): Traditionally, the Sacrament is celebrated in the 2nd grade if the child has attended Faith Formation the year prior. Students are required to attend a retreat. Parents are required to attend a Reconciliation Workshop.

Confirmation and First Eucharist (Communion): Traditionally these Sacraments are celebrated in the 3rd grade if the child has attended Faith Formation two years prior. Students are required to attend a retreat. Parents are required to attend a Confirmation Eucharist Workshop.

Exception for Older Children: Students who are in grades 4 and 5 and who have never attended any Faith Formation classes are required to complete 1 year of Formation where they are prepared for the Sacrament of Reconciliation. In their 2nd year of Formation, these candidates will prepare for reception of the Sacraments of Confirmation and First Eucharist.

Profession of Faith: Children baptized in a different denomination participate in regular formation sessions as well as an adapted two-year process based on the Rite of Christian Initiation of Adults adapted for Children. These children, their family and sponsor will meet periodically in the first year of formation. During the 2nd year of Formation, children make a Profession of Faith and celebrate the Sacraments of Confirmation and Eucharist.

Special Events for Sacramental Preparation: In addition to the regularly scheduled classes, several special events (retreats, practices, special liturgies) are planned throughout the year for ELEMENTARY PROGRAM Sacramental Candidates, parents, and sponsors. Attendance at these events is mandatory. For Jr. High and High School, please consult the Youth Ministry Calendar.

Reconciliation Retreat
Retreat for Parents of Reconciliation Candidates
Confirmation/Eucharist Retreat
Retreat for Parents of Confirmation/Eucharist Candidates
Practice for First Reconciliation
Celebration of First Reconciliation
Practice for Confirmation/Eucharist
Celebration of Confirmation/Eucharist

Shared Custody Issues: In cases where there are joint custody issues, please provide a court document at time of registration indicating that both parties under the joint custody rules permit the reception of any Sacrament.

CURRICULUM FOR YOUTH MINISTRY PROGRAM

The EDGE: 6th – 8th Graders

Mondays 6:00 pm – 7:15 pm

The EDGE program is a dynamic and faith-filled youth ministry program designed to meet the particular spiritual and social needs of Junior High & Middle School Teens living on the Edge. Through catechesis, service, and social experiences these youth will continue to establish the Faith that will ground them for life.

Youth Group: 9th – 12th Grades

Wednesdays 6:00 pm – 7:15 pm

These catechetical sessions are foundational for our High School Youth and offer a comprehensive and systematic catechesis as they walk purposefully and prayerfully through what it is that we believe as Catholics. We will be using an exciting and approved Catholic curriculum which youth and their parents can access online between sessions.

*To Love is
To Serve*

Service: There will be ongoing opportunities for families to come together to serve the parish and the community along with the youth. It is through our acts of service that we demonstrate our faith and dedication to serving God's people.

Retreats & Social Events

Through out the year youth will have an opportunity to deepen their relationship with God through others and have fun at social events like bowling, laser, tag, kick ball and more! Youth will also have the opportunity to participate in weekend retreats where they will have the opportunity to spend the day deepening their faith with fun activities and spiritual exercises. A weekend long retreat using the popular KAIROS model will be offered to high school students in the spring. Last year this retreat was held in Prescott with two other parishes and the teens were lucky enough to catch a small snow storm which added tons of snow ball fights and snowmen to the spiritually intense weekend.

SACRAMENTAL PREPARATION – YOUTH MINISTRY

Youth Ministry Sacramental Preparation classes for First Eucharist and Confirmation will begin in September 2011 for Confirmation in May. Teens needing these Sacraments must be registered for and participate in Youth Ministry and should look for an information packet from the Youth Ministry Facilitator.

Pre-teens and teens who have not celebrated the Sacraments of Baptism or Reconciliation and Confirmation/First Eucharist must be registered for and participate in EDGE or High School Ministry as well as sacramental preparation.

Reminder: There is a \$30.00 per person sacramental materials fee that must be submitted at the time of registration in addition to the regular registration fee.

BEHAVIOR and EXPECTATIONS

As members of a Christian community, Christian behavior is to be modeled at all times by students, parents, parish staff and parish volunteers.

- Students, parents, parish staff and parish volunteers treat each other with respect.
- Students wear appropriate clothing for a Christian environment.
- Students are to arrive for class in a timely manner and picked up in a timely manner.
- Students are expected to complete any homework assignments.
- Students are expected to participate in group projects and/or classroom activity.
- Students & Parents are expected to attend mandatory retreat experiences & masses.
- Bullying, name-calling, fighting, inappropriate language, etc., will not be tolerated.
- Six excused absences will be permitted per calendar year.

Code of Conduct: Respect, cooperation, and participation are an important part of our Faith Formation Program. We model Christian behavior at all times by what we say or do in the classroom. We ask that students:

- Listen – When someone else is speaking, do not interrupt or talk at the same time.
- Participate – Demonstrate your willingness to learn by participating in class activities.
- Be Courteous – be kind and help classmates.
- Respect – Show respect to the Catechists and classmates.
- Stewards – Take care of Church property and classroom materials and supplies.
- Peace - Keep your Hands and Feet to Yourself. No fighting allowed.

Classroom Management: Rules are designed to protect all students. Students who choose to break the rules, may be subject to one or more of the following actions (depending on severity):

- An informal talk with the catechist; a note sent to parents describing incident; conference with the Coordinator/Facilitator; Conference with parents; Conference with the Pastor.

Homework: Due to the limited amount of class time that we have, catechists may need to assign homework which is to be completed and returned at the next scheduled class.

Absence and Reporting Absences and Tardiness: Only six absences are permitted during the year. In cases of extended absences due to serious illness, homework may be assigned depending on the situation. To report an absence, please call the Coordinator/Facilitator.

Punctual: Please be punctual in bringing the student to class. For the well-being of the children and as a courtesy to our volunteers and other students, students are not to be consistently tardy to class. Do not drop them off more than 10 minutes prior to beginning of class.

Late: Please arrive on time to pick up your student. If running late, please contact the Coordinator/Facilitator to inform us. Students who are waiting to be picked up will be taken to the Faith Formation Office. If, after 30 minutes of waiting, student is still not picked up, we reserve the right to contact the local law enforcement agency. Students are not allowed to walk home (unless written authorization is on record – High School Program only).

SAFETY PROCEDURES



The safety of our children is the responsibility of all. The following guidelines will insure the safety of our students while they are on parish grounds. For the well being and safety of our students, we ask that families adhere to these guidelines.

Park and Pick Up: Please use the parking lot off Lindsay Road. Please park your vehicle and escort the student to their classroom. Please do not drop off student in the parking lot nor leave them alone on church grounds.

For pick up of student, please park your vehicle in the parking lot. Walk to student's classroom and pick up student from classroom. Students are not to wait outside in the parking lot.

If you arrive early to pick up your student, you are asked to wait in the Library for them. Once the class dismissal bell is rung, you may go to the student's classroom and pick them up at the door to their classroom. Waiting in the hallway is not permitted.

Person responsible for picking up student: Elementary students will be released only to their parent, older sibling or to the person designated to pick them up. If someone other than the parent is authorized to pick up the student, include this information on the registration form.

Information Boards: From time to time, we have gatherings in the church or plaza. Look for the bulletin boards or easels for directions on where we will gather or where to pick up the student.

Staircase: Classes are located in the basement of the building. Elevators are available for use or you may use the stairs. We ask that parents ALWAYS accompany students when using the stairs or use the elevator. No "racing" as to who reaches the top via staircase or elevator is allowed. This is for everyone's safety. Please use caution while on stairs; they may get slippery or wet.

Allergies: Please inform the Faith Formation Office of any allergies so that precautions are taken for the wellbeing of the student.

Food/Drinks/Treats: For the safety of all, no food or drinks are allowed during Faith Formation Classes. There is a drinking fountain for children's use in the basement. If a class party is held, Catechists may ask for treats from parents/guardians. Only sealed, prepackaged treats will be allowed; no homemade goods or items will be allowed.

Custodial Concerns: If there is a need, identify custody on your child's registration form. If children are NOT to be released to specific individuals, YOU MUST INFORM US.

Classroom Visitations: Parents are always welcome to visit, but must register as a Visitor with the Coordinator/Facilitator. Visits to the classroom are permitted for parents only. Please contact your child's catechist to arrange a convenient time to come and visit the classroom.

Other than students, catechetical personnel, and parish staff, no other persons are permitted in the hallways, classrooms or restrooms during class session unless special arrangements for visiting the classroom has been arranged,. Due to liability issues, children who are not registered in the program cannot accompany friends to class.

Library Downstairs: If the Library is not being used during class times, parents may remain in the Library during the student's class and wait for the student's class to be let out.

Fire Drills: We will hold Fire Drills twice during the Faith Formation year. The procedure for exiting the building is posted in each classroom.

Illness/Injuries: Please keep your child home if they are ill, especially if they are demonstrating cold symptoms or fever. If a student becomes ill during class, the child/youth will be taken to the Formation Office and parents/guardians will be called to come and pick up the student.

Should a student experience a minor injury the catechist or coordinator/facilitator will render basic first aid (bandage, ice, etc.) and parents will be called to inform them of the injury. Depending on the injury and parent's directives, the student may return to class or wait for their parents to pick up them up.

Should a student experience a serious injury requiring medical attention, the catechist or coordinator/facilitator will contact the parents immediately and 911 if necessary.

Medicine: Students should not have any medication on their person or in their possession at any time. Medicine such as Tylenol, throat lozenges or other pain relieves will NOT be dispensed to students by our Catechetical staff. If students must keep medicine and/or medical equipment with them, a written notice from the parents must be on record.

Weather: Depending on weather conditions (hailstorm, microburst, monsoons, dust storms, etc.), classes may be cancelled due to power failure or severity of weather. In the event of cancellation of classes, notice will be made via our parish Facebook page. Please monitor the page for up to the minute information during inclement weather.



Safety Environment Training (S.E.T.) for the Protection of Children:

The Diocese of Phoenix is committed to ensuring EVERY student in religious education programs receives Safe Environment awareness lessons EVERY year. The Safe Environment message ensures that the students know the dignity of the human person. This includes knowing that if they are being scared or hurt by anyone they can talk to a trusted adult and get help. The lessons are age, grade appropriate, and presented by the Coordinator/Facilitator or catechists in the Faith Formation Program. Awareness class date: TBA.

Parents, as the primary educators of faith, may choose to present the material themselves. If you choose to present the material, please speak to Mrs. Lopez or Mr. Portugal. They will provide you with all the materials you will need to present this topic to your child.

As directed by the Diocese, all Parents are encouraged to attend a "Called to Protect for Families" presentation. This presentation also allows parents to volunteer in the Faith Formation Program. Please Note: Parents wishing to be in the classroom with their child may not interact with other students unless they have attended the SET class.

S.E.T. Awareness will be held for children during a regular Elementary Faith Formation class.

S.E.T. Awareness will be held for youth during a regular Jr. High/High School class.

FAITH FORMATION VOLUNTEER OPPORTUNITIES



Our Faith Formation Office relies on the generosity of devoted parishioners who give their time and talent to providing our young people with a quality Catholic education. Our TEAM (Teach, Evangelize, and Minister) volunteer their time and talent to share their faith with the children of our parish. They do so in the classroom as catechists, co-catechists, classroom aides. In the office, they give of their time to ensure the smooth running of clerical procedures. They model faith by helping out in different needs such as Caretakers, Helpers from Home, or St. Joseph's Helpers. We are grateful for their commitment and are blessed to have them volunteer their time.

We have a variety of Volunteer Opportunities for those interested in giving of their time to our programs. All Faith Formation Volunteers are required to attend the Called to Protect - Safe Environment Class for those who work with Minors. We invite men, women, and youth, to be part of our TEAM. Remember, those who volunteer their time in Faith Formation receive a discount off of Faith Formation fees.

VOLUNTEER OPPORTUNITIES

- Catechist (Kindergarten – 5th Grade): Presents lesson plan, engages students in classroom activities and manages class.
- Classroom Aide (Kindergarten – 5th Grade): Assists catechist by distributing work sheets, supplies, taking attendance, making copies, assisting children and catechist in the classroom.
- Substitute Catechist: Fills in for catechist; must be flexible and able to help with short notice.
- Office Assistants: Collects attendance folders and verifies absences. May be asked to assist with simple office functions such as stapling and stuffing envelopes. Help is needed during elementary classes or during the week. Learns how to enter attendance and family information into the Parish Data System. Available for follow-up phone calls to families if necessary.
- Childcare Worker: Volunteers taking care of the children of catechists, aides, and office aides during class time.
- Special Gifts Volunteer: Assists children with special needs in the classroom.
- Helpers from Home: Helps with projects that can be done from home, i.e. cutting, pasting.
- St. Joseph Helpers: These behind the scenes volunteers help with chores before, during and after special events or classes such as locking up, clean up, washing, painting, hammering, constructing, building, and decorating.
- EDGE & High School Volunteers: Available to assist during EDGE & High School activities, such as facilitating discussions. Volunteers may be asked to help with chaperoning, set-up, clean up, shopping and/or cooking, etc.
- Vacation Bible School: Summer help for VBS from decorating, photo taking, audio visual needs, planning, leading, singing, snack making, and many other special needs during VBS.

Irish Saints Festival: In the spring, St. Bridget Parish holds a one-day festival/fundraiser in honor of the Irish Saints. Faith Formation families (children and parents) are asked to take turns staffing festival booths: game booth; snack booth; craft booth and story time booth. Information on the Irish Saints Festival will be available at a later date.

Children's Choir: Children in grades 1 – 5 who want to share their musical gifts and talents will be given the opportunity to rehearse and use them at special events during the year. Anyone interested in being part of the Children's choir, please contact Mrs. López.

CELEBRATING SACRAMENTS AT ST. BRIDGET



Children look to parents to be models of faith for them. If you have not received the Sacraments yourself, Our Lord is inviting you to come forward and prepare yourself for the celebration/reception of the Sacraments. What a wonderful family celebration it would be preparing for the Sacraments at the same time as your child! We invite you to look into the different Sacramental opportunities for adults.

Adult Baptism - Rite of Christian Initiation of Adults: If you are an adult who is not baptized, the RCIA is the process by which adults inquire about baptism in the Roman Catholic Church. Candidates attend sessions of learning and participate in different Rites while they discern their readiness or desire to be baptized Roman Catholic. The Sacraments of Baptism, Confirmation and Eucharist are received once the formation process is completed. For more information on the RCIA contact Mr. Rock Fremont, Liturgy and Community Life Associate at 480-924-9111.

Adult Confirmation and/or Eucharist: For those baptized in another faith background or are Roman Catholic, but never received the Sacrament of Confirmation and/or Eucharist, please contact Mr. Rock Fremont, Liturgy and Community Life Associate at 480-924-9111 for information on how you can become Roman Catholic and receive the Sacraments of Confirmation and/or Eucharist.

Reconciliation: This Sacrament of Healing is celebrated on the 1st Saturday of the month from 3:30 p.m. to 4 p.m. or by appointment. If you have not been to Confession in a long time, here is an opportunity for you to celebrate forgiveness and healing. If you have never been to Confession, contact Mr. Rock Fremont, Liturgy & Community Life Associate, 480-924-9111.

Anointing of the Sick: Anointing of the Sick is for those who suffer from illnesses or are gravely ill. This sacrament may be received more than once. To make an appointment for the Anointing of the Sick, please call Mr. Rock Fremont, Liturgy & Community Life Associate at 480-924-9111.

Marriage: Christian marriage is a Vocation Sacrament in which a man and woman are joined together in Holy Matrimony. If you are interested in celebrating this Sacrament, please contact Deacon Paul Hursh, 480-924-9111. He will assist you prepare for this special event in your life.



Infant Baptism Program: If you have a child under the age of 7 who is not baptized, please inquire about our Baptism Program for infants. For more information contact Mrs. Lopez.

Vocations – Priesthood, Religious Life, Diaconate: The Lord calls people to minister through special vocations. For information on vocations, call the Diocese of Phoenix, 602 – 257-0030.