

CCD Parent Information Packet
1st & 2nd Year Confirmation Prep
(Grades 7 & 8)
September, 2017

On behalf of Fr. Farrell, our Catechists and myself, I would like to welcome back all CCD students and their families. I hope that the information contained in this Parent Information Packet will be useful to you as we proceed throughout the school year. If at any time you have any questions or concerns about our CCD program, I invite you to give me a call at 345-1658. We are looking forward to another successful year of learning the wonders of the Catholic Faith.

-- Anne Fackler
CCD Coordinator

Class Time—In order for families to make only one trip to the parish for both class and Mass on Sundays, class time for 1st & 2nd year Confirmation prep (7th and 8th grade) is from 1:00 – 3:00 p.m. This allows students and their families to go to the 11:00 a.m. Mass, grab a quick lunch and go straight to class, if they wish. Families can then have dinner together and have time to prepare for going back to school on Monday.

CCD Teachers for 2017-2018—Here are the names of our CCD teachers and their classroom numbers. Please take a moment to introduce yourself to your child's teacher. They want to know all their students' parents.

1 st Year Confirmation	Stephen Biddle, Michelle Moynihan	117
2 nd Year Confirmation	Colleen Bult, Marte Cole	110

Entrance to the Building—Each week the door facing the rectory garage on the west side of the school will be the only entrance and exit to the building. The front school lobby and entrance by the gym will always be locked.

Virtus Training for Parents—Any parent who wishes to attend class with their child must complete the Virtus Touching Safety Program conducted by the diocese. This is necessary if you attend just one or all of your child's classes. Please see Anne Fackler to register for this class and to file any necessary paperwork. **Virtus training is not necessary for parents to attend the assigned mandatory parent meetings or classes.**

CCD Schedules—You should have received a CCD Schedule at class registration. Please let Anne Fackler or Mrs. Simmering know if you need another schedule. While all 1st and 2nd Year Confirmation students will attend CCD on the same dates, there are enough differences in their activities to warrant having separate CCD Calendars. Please be sure you are following the correct calendar for your child.

Mandatory Parent Attendance—We would like to encourage both parents to attend all CCD classes with their student. Please come as often as you can. However, at least one parent is **required to attend the parent meeting and 2 (7th grade) or 3 (8th grade) other specific class times during each CCD year.** The specific dates were given to you in writing at CCD Registration & our Parent Meeting. Please refer to your calendars throughout the year, for the dates parents are required to attend. If you have a conflict with any of these dates or if any of these classes are missed, parents will have to speak directly with Anne Fackler to discuss the special requirements your family will need to fulfill so your child can be confirmed. **Virtus training is not necessary for parents to attend the parent classes.**

Inclement Weather—Please check our website at www.stmonicachurchkzoo.com. There you will find our policy for snow days and tornadoes. You will **not** receive a call if CCD is cancelled.

Discipline Policy—Each teacher will set individual rules for their classroom. We would like to remind students and parents that we are guests in St. Monica's School classrooms. Please remind your children not to open or touch anything inside the desks or lockers. Writing on the boards is forbidden, except for teachers!

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Sacraments require 2 years of CCD--Confirmation and First Communion are 2-year programs typically starting in the 7th and 1st grade. You must attend our program for both 7th & 8th grade to be confirmed at the end of 8th grade. You must attend our program for both 1st & 2nd grade to receive First Communion at the end of 2nd grade.

Sacraments occur at Home Parish, only-- In order to receive the sacraments of First Penance, First Communion or Confirmation with the other CCD and school students at St. Monica Parish during 2018, your family must be registered members of the parish by the time of CCD Registration. Later parish registrations will result in private celebrations of the sacraments or will occur during 2018 at St. Augustine's Cathedral.

Safety Policy—For safety reasons, we must keep the building locked during CCD classes. Doors will be unlocked at 12:30 p.m. and will be locked again at 1:15 p.m. They will remain locked until 3:00 p.m. If you need to enter the building between 1:15 and 3:00 p.m., we will have a parent on duty to let you in. This monitoring parent will watch the students in the parking lot as they are dropped off and picked up. They will also contact you if your child has a medical need during class. If you have specific custodial rights concerns or your child has a serious medical condition, please be sure you personally deliver and pick them up directly from the classroom each class session and thoroughly fill out this information on your CCD registration forms.

Textbooks—You should have received your textbooks at CCD registration. This year we will be using *The Chosen* book and video series from Ascension Press for both 1st & 2nd year Confirmation prep (7th and 8th grade). If we ran out of books at registration, we have ordered you a copy. You should receive your books by the second week of class, depending on the speed of the publisher. These books are for you to keep and will be used for 2 years. If you are in your second year and lost your book, you may purchase another book from Anne Fackler for an additional \$25.

Absences—Of course we hope you will attend every class. However, illnesses and other emergencies do occur. If you miss class, please speak to your child's teacher. They will give you any missed material so your child can catch up with your assistance at home. Getting too far behind can be very discouraging for your child. First & Second Year Confirmation have very different attendance policies. Everyone should have received a copy of their specific attendance policy at registration. Please be sure you read and understand the specific rules for your student's grade.

Social Events--This year we are adding a social component to our Confirmation CCD program. On 4 separate class dates, we are inviting the students to stay after class from 3 – 4:30 p.m. (see your CCD schedule for dates). During this time, the students can have recreation in the gym, with snacks and activities. All social events will have plenty of young adults from our parish as chaperones. All students must have a signed permission slip in order to stay. These permission slips were handed out at CCD registration.

Touching Safety Program— This year's Touching Safety classes will be offered during our regularly scheduled CCD classes. On Sunday, December 10th, 30 minutes of class will be dedicated to teaching Touching Safety. On that Sunday, the 1st and 2nd year Confirmation students will be taught as usual. At 1:30 p.m., the Touching Safety Program will be taught to all the boys for 30 minutes in classroom 112 with Fr. Farrell. At 2:00 p.m., the boys will return to class, while the Touching Safety program will be taught to all the girls for 30 minutes with Fr. Farrell in classroom 112. Those who wish to opt-out will remain in their normal classrooms and continue to receive religious instruction for the entire class period as usual. Eventhough things are a bit different on December 10th: we ask that parents still pick up their students at the regular dismissal time. Thank you.

If you wish to change the "opt-out" choice you selected at CCD registration, please contact Anne Fackler at 345-1658 ASAP. Verbal changes or requests written on plain paper will be denied. All changes should be done on an official "opt-out" form. If you have any further questions, you may refer to your Touching Safety Memo received at registration or call Anne Fackler at the number above to obtain a copy of the Touching Safety Guide. Additional information may be found at www.virtus.org.