Mission Statement

Immaculate Conception Parish School of Religion provides a quality Catholic faith formation program where the gospel message of Jesus Christ is lived, learned and shared in a safe learning environment. Children will come to know the love of God and the message of salvation through the One, Holy, Catholic and Apostolic Church. The catechetical leaders and volunteers accept as our mission: to know our faith, to live by truth and love, to serve the needs of others, and to teach by example.

Our Vision

- We continuously strive to work towards a deeper understanding of each student as a unique individual made wondrously in God's image.

- We encourage the development of a positive self-image in all students of our parish community.

- We recognize and support the role of parents as primary educators of their children. We serve as an auxiliary partner in the faith formation of the child.

- We guide our students to become spiritually, academically, socially responsible and well-rounded members of society consistent with Church doctrine and in light of the pertinent documents on Catholic Faith Formation..

- We encourage them to lead a full meaningful life in Christ and recognize the value of Christian Community and parish family.

The religious goals of Immaculate Conception PSR are:

- To develop in each student the knowledge of God as a loving Parent.
- To develop within the student an appreciation of the Mass, Sacraments, Scriptures and prayer as vital and beautiful expressions of Christian life.
- To guide the student in developing religious values including the realization that action of love toward others are a means of expressing God's presence in self and others.

The Catholic teachings are presented in a progression adapted to learning readiness through various methods: text-based study, presentations and discussions; Biblical studies; audio-visual resources; liturgical and para-liturgical prayer experiences; participation in the Sacraments.

General Policies

Student Responsibilities

The following norms are expected of all pupils enrolled in the PSR program:

- Be prompt arriving and dismissing from PSR classes. Please use the bathroom at home before arriving.
- Bring textbook, activity book, and any other materials requested by teacher to class.
- Please do any homework assignments assigned by a teacher before class
- Be courteous and respectful to all persons at all times. Appropriate, respectful language must always be spoken.
- Respect parish property
- Follow the specific classroom rules
- No cell phone use during class. Teacher may confiscate and return to parent after class if misappropriately used in class.

Immaculate Conception PSR abides by all national, state and local laws. In particular, we abide by the laws concerning alcohol, drugs, vandalism and violence. We fully expect all PSR personnel and students to behave in a Christian respect and love toward one another.

Misconduct

The following examples of misconduct will be subject to correction and disciplinary action:

1. Damage to school or church property
2. Disobedience/disrespect to PSR policies or authority
3. Disruptive language or actions in class
4. Fighting on school or church premises
5. Possession of ANY KIND of dangerous instruments
6. Possession of ANY KIND of drugs or use of drugs
7. Possession of ANY KIND of pornography

When misbehavior occurs, the PSR staff will pursue any of the following means of discipline: correction by the teacher; conference with the DRE; report/phone call to the parents; joint conference with parents, DRE, and pastor. If any civil laws are broken, appropriate authorities will be notified.

Dress Code

Children are to dress in clothing that conforms to Catholic standards of modesty and decency. Shoes must be worn at all times. Clothing not permitted: halter tops, mini-skirts, mesh shirts, and clothing that exhibits words or images contrary to Catholic moral standards.

Parent Cooperation

You as parents are the primary educators of your child. We strive to work in partnership with you educating your child in the Catholic faith. Parents are essential in helping to promote the educational and spiritual aims of the PSR program. Our program seeks to relate with the students as unique persons and form a vibrant faith community.

The Full involvement of all parents is encouraged. We welcome you to volunteer in the classroom and join us for all our Sacramental services and Masses.

We would ask parents:

- Check your child's class assignments on a weekly basis. Read over the material that they did in class and review with your child.
- Instruct and encourage your child to obey teachers, participate in class, and complete any assignments
- Make every effort to have child attend the weekly classes
- Feel free to talk with your child's teacher. If you need to have a meeting, one may be scheduled with teacher or DRE
- Read the email newsletters and information provided to keep updated on any PSR school functions, parish events, and calendar updates.
- Notify office of any changes in address, phone number, or email

Drop Off and Dismissal Procedures

For reasons of safety for the children and staff, the Immaculate Conception school doors will remain locked during PSR class times.

Arrival:

All students must enter through the middle door #3 that faces the school parking lot on the Center Street side of the building. The door will be opened at 5:55pm until 6:10pm for arrival. Parents may enter with their child and escort to class if they wish. The doors will be locked at 6:10pm. Late arrivals must buzz and enter through the Parish Office Doors

Late Arrival or Early Pick-up:

Any child arriving late or being picked-up early must be checked in or out through the Parish Rectory Office. The Rectory Office doors are located in front of the school, next to St. Joseph Hall. The door faces Wilson Ave. A blue sign labels the office outside the door. The adult must be buzzed in. All parents picking a child up early must send a note to the teacher and must enter building office where child will be brought to you. A child who arrives after 6:10pm is considered tardy and must enter through the Parish Rectory Office doors.

Dismissal

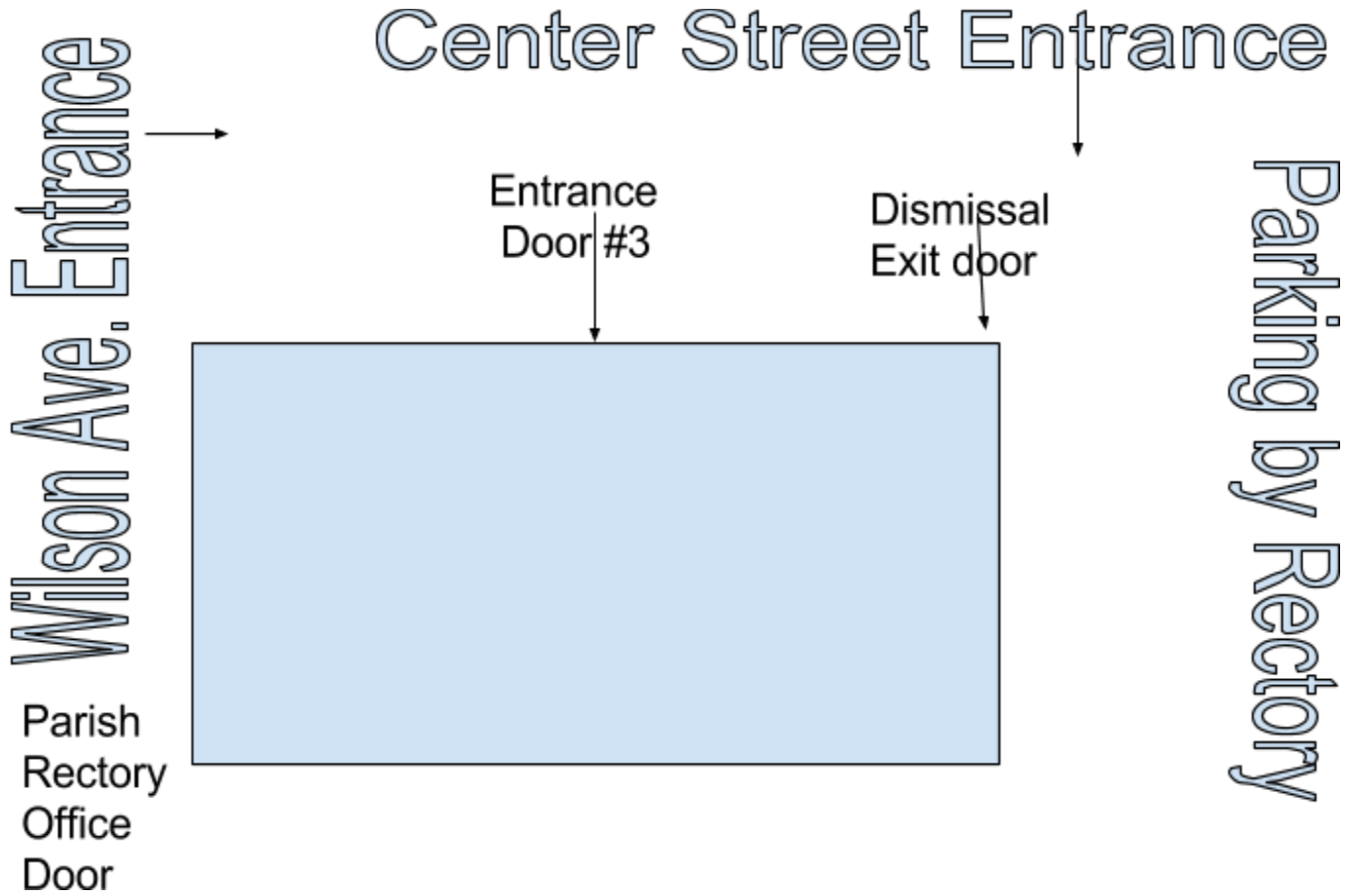
All children gather in the gym at 7:20pm for an all school prayer and blessing from Fr. Kalista our pastor. Door #3 will be unlocked after this final blessing at 7:30pm.

Parents of children grades K-5:

Please enter through door #3 and proceed down steps to the gym to find your child. He/she will be sitting at table by grade with his/her teacher. After collecting your child, please continue through gym and exit out the far door by gym stage. This will allow an easy flow of traffic and quicker departure. Please watch children in parking lot. Allow no running. Please practice caution.

Parents of children grades 6-8:

Option #1:You may come into the gym to greet your child and teacher. Please follow the procedure stated above. Option #2: Your child may also exit the building and meet you at your car. You must write a note to your child's teacher stating your desire for him/her to meet in the parking lot. Please park in the lot by the Rectory facing Wright Street. Your child will exit the door closest to this parking lot. Please wait in your cars for all children to exit before driving away. It will be dark in the winter, please be careful of children.



Absences

We encourage regular attendance and its importance. The faith formation content builds upon each week and is essential that your child attend to fully comprehend and grow in his/her understanding. Your child attends PSR for a total of only 27 classes. We understand there may be times of illness and family emergencies.

If your child is ill please keep him/her at home and ask for make-up work from his/her Catechist. Please call the office (440-942-4500) or email (psrsilvaroli@gmail.com) if your child is going to miss more than one week of PSR. We will contact families of students who miss more than 4 sessions to discuss arrangements for missed instruction time.

Emergency Closings

If adverse weather or emergency situations arise that necessitates cancelling PSR classes for the evening, please watch the local TV stations and/or check your email. If Willoughby/Eastlake schools are closed due to weather or other emergencies, Immaculate Conception PSR is cancelled. Information is broadcast on WKYC TV 3, WEWS TV 5, and WOIO Fox 8.Cancel information will be sent to the email address provided on the child's registration form.

Registration and Curriculum

Registration for the school year begins mid April and continues until May 31st. Registration may be taken in the summer months at an increased fee until August 15th. After August 15th, a child may be placed on a waiting list dependent upon available class space and volunteer catechists.

PSR classes run mid-September until beginning of May. Our PSR calendar does not always coincide with the same days off at the public school calendar. Please keep our PSR calendar readily available for convenient referral during the school year.

The PSR program uses the Benziger Faith First religious program for grades K -2

• **Doctrine**. Children in grades K-2 are introduced in developmentally appropriate ways to the core concepts of Catholic Tradition through twenty-six doctrine chapters each year. The four units of the *Faith First* student books are organized according to the four pillars of the Catechism of the Catholic Church—creed, liturgy, morality, and prayer. As the children grow, they revisit and expand their knowledge as new information is presented about these topics in subsequent grades.

• **Scripture**. Scripture stories and passages are woven throughout all the doctrinal chapters. In addition, the children are invited to explore in depth core Scripture chapters in each text at every grade level. Through the core Scripture chapters, the children are prepared for a lifetime of prayerful reflection on the word of God.

Benziger offers a parent resource and support web page with family activities and information. http://faithfirst.com/family.html

The Faith & Life textbook series by Ignatius Press is used for grades 3-8

The Faith and Life Series leads students to the Person of Jesus Christ and then immerses them in the Mystery of Christ, fostering dispositions in which students desire communion with God through Jesus in the Holy Spirit, a communion in truth, charity, and mercy.

- Provides a basic foundation of faith and love of Jesus Christ, through which students respond to God's call in prayer, mercy and justice
- Rich in content providing depth of understanding that resonates with students
- Has a purposeful pedagogy, giving students a purpose to learn
- Each year has a systematic approach covering foundational truths of the Faith as presented in the Catechism of the Catholic Church
- Fosters spiritual, moral and intellectual conversion and leads students to become disciples of Christ

Parents may find parental webinars and family activites and more information at faithandlifeseries.com

Sacramental Preparation

Students in Immaculate Conception PSR as well as the day school who wish to receive the Sacraments of Initiation, which include First Penance, First Communion and Confirmation, need to enroll in a separate Youth Sacramental Preparation Program. These programs meet once a month on Sunday mornings. Generally , children in grade 2 receive the Sacraments of Penance and Communion and youth in grade 8 receive the Sacrament of Confirmation. All students need to have a year of faith formation immediately prior enrolling in the Sacrament of Initiation program. This means that children in 2nd grade must have had instruction in 1st as well. Youth in 8th grade must have had instruction in 7th.

Parents should observe parish bulletin and website for information regarding registration beginning in August.

Abuse Policy Conformity

All paid employees and volunteers in the PSR program have been trained and certified through VIRTUS Protecting God's Children program and have signed the Diocese of Cleveland abuse policy and standards of conduct in ministry statements.

In conformity with diocesan regulations and civil laws, Immaculate Conception PSR has a policy of reporting all suspected physical or other abuse to ecclesiastical and civil authorities.

Parents will receive information regarding the Diocesan Protecting God's Children program at the beginning of the school year.Through the Protecting God's Children program, we maximize those efforts by helping churches and religious organizations refine their roles as child-safe environments and empowering caring adults to protect children.

PARISH CATECHETICAL OFFICE
JANICE SILVAROLI
PSR DIRECTOR
Immaculate Conception Parish
37940 Euclid Avenue
Willoughby, Ohio 44094
(440) 942-4500

Parish School of Religion
Parent Handbook

2016/2017 school year

2016 - 2017 Parish School of Religion Session Dates
Monday Evenings 6:00pm – 7:30pm

September 12
Orientation/Mass
September 19
First Class
September 26
October 3
October 10
Rosary in Church
October 17
October 24 - Eucharistic Devotions
Oct. 31 **NO PSR**
Nov. 7
Nov.14
Nov. 21- Confessions
Nov. 28 **NO PSR**
December 5
December 12 MASS
Feast Lady Guadalupe
December 19 –
December 26 - **No PSR**
Christmas Break

Jan.2 - **NO PSR**
Christmas Break
Jan. 9
Jan. 16 - **NO PSR**
Jan. 23
Jan. 30
Feb. 6
Feb. 13
Feb. 20 - **NO PSR**
Feb. 27
Mar. 6 - Confessions
Mar. 13
Mar. 20 - Mass
Feast of St. Joseph
Mar. 27
April 3 - Stations of the Cross
reflection
April 10
April 17 - **NO PSR**
May 1
May 8 - **May Crowning/Mass**

Immaculate Conception Church Mass Schedule

Saturday	5:00 PM
Sunday	8:00 AM
	10:00 AM
	12:00 PM

Daily Mass Monday through Thursday 7:30 AM

First Friday

Confessions	5:00 PM
Rosary	6:30 PM
Mass	7:00 PM

Confessions
Saturday 3:30 to 4:30 PM
First Friday 5:00-6:30 PM