



Sacred Heart Religious Education

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August 5, 2017

Dear Religious Education Families,

The summer seems to be going by very fast, and the school year is right around the corner! As such, we are also preparing for our Fall Program here at Sacred Heart. Here is some general information:

- ⇒ **Registration:** All registration forms were due July 15th. If you have not registered/re-registered your child, please do so as soon as possible. You can find our forms in the church under the Religious Education bulletin board, or online here: <http://parishofsacredheart.org/religious-education/>. Tuition was also due on July 15th (please see below for details). Forms can be mailed or dropped off to the parish house at the address at the top of this letter; please mark envelopes “Attn: RE Registration.”
- ⇒ **Fall Schedule:** Our schedule remains the same as last year –
 - 1st through 8th grades: Tuesdays, 5:30-6:45
 - 1st through 8th grades: Wednesdays, 5:30-6:45
- ⇒ **Class Requests:** There is a space on the registration form to indicate your first choice of class time. Please note that we do our best to give families their first choice; due to practical concerns such as class sizes, number of volunteers, etc., we are sometimes limited in our ability to fulfill those requests. Requests for specific class days are taken on a first come, first served basis. Any other requests with regard to class placement cannot be guaranteed at this point, as we must finalize our rosters in August.
- ⇒ **Mass Attendance:** It is essential that children attend Mass regularly so that they can understand what is being taught in the classroom. This is absolutely the most important thing that parents and families can do to support their children’s faith formation.
- ⇒ **Tuition:** Tuition will be \$90 per child for children in grades 1st through 7th, and \$100 for children in 8th grade. (The additional \$10 is to partially offset costs of our Confirmation retreat and robe rental.) Tuition was due on July 15th. Checks can be made payable to Sacred Heart Church and mailed or dropped off to the office at the address above. *If you are experiencing an issue which makes payment of tuition difficult or impossible at this time, please contact Mrs. Donohue at 609-267-6319 ext. 307 or jdonohue@parishofsacredheart.org. **All parish children are welcomed in our program and payment difficulties will not prevent anyone from registration.**
- ⇒ **Family Handbook:** Our Family Handbook for 2017-2018 is available on the parish web site under the ‘Religious Education’ tab. We will also have hard copies available; if you would like a hard copy handbook, please let us know. It is important that all families read through the handbook to familiarize or reacquaint themselves with the policies and procedures of our program.
- ⇒ **Class Assignments:** Families will receive Honeywell Alerts the week before classes begin detailing their child’s classroom assignment, catechist, etc. Due to the high volume of calls to the office during this time, we ask that you please not call the office to obtain this information unless you think you have not received the alert. Please go to this link after September 3rd to set up or edit your Honeywell account: <https://instantalert.honeywell.com/> It is important that all families set up these accounts to ensure that contact information is correct, as the alert system is used frequently during the year to communicate important information.

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- ⇒ **Arrival and Dismissal Procedures:** As in the past, children in grades 1st through 4th must be walked to their classrooms by an adult, while 5th through 8th graders may walk to their classrooms by themselves. Children in ALL grades, 1st through 8th, must be picked up from the classroom by an adult. If you are in a carpool, please put in writing for the catechist (teacher) on the first day of class, so he or she will be familiar with who you are designating/permitting to pick up your child.
- ⇒ **Sacramental Year Students (typically 2nd and 8th grades):** If your child is making First Reconciliation/First Communion or Confirmation this year, please note all pertinent sacramental dates found on the enclosed 2017-2018 calendar as well as the information regarding paperwork found on the reverse side of the calendar. **It is essential that all sacramental paperwork is handed in on time – this includes baptismal certificate copies, which were due at registration, and all other paperwork, as detailed on the enclosed calendar as well.**
- ⇒ **Non-Sacramental Years:** We are sometimes asked if children need to attend each year; **it is very important that they do.** Each year of Religious Education builds on the last and it is important that children attend each year so that they are prepared for the subsequent year. Our hope and the purpose of the program is to give children a comprehensive understanding of their Catholic faith, and to offer opportunities each year for spiritual growth as they learn what it means to follow Jesus.

Finally as always, we are looking for volunteers to join our Religious Education staff; information regarding our current needs at Sacred Heart is below. If you would like more information about anything related to volunteering, please get in touch at 609-267-6319 ext. 307 or via email at jdonohue@parishofsacredheart.org. We are blessed to have a great group of people volunteering in this program – parishioners, parents and several grandparents and siblings of our students as well – and invite you to join us this year!

We are already looking forward to what we know will be an exciting year of growth in faith for our children and our families as well. I hope you are all enjoying these last few weeks of summer, and may the Sacred Heart of Jesus bless you and your family now and always!

Sincerely yours in Christ,

Mrs. Jessica Donohue
Director of Religious Education

Volunteer Information

Catechists (classroom teachers) – Catechists are the main classroom teachers, and follow a teaching schedule that corresponds to the textbook and teaching manual. *In some cases, two catechists may decide to “team teach,” i.e. share responsibilities for teaching the class in whichever way works best for them and the students. (*We are especially looking for 5th and 6th grade catechists at this point.*) **Tuition is waived for all children of catechists.**

Aides – Assistants to the catechist who help out in the classroom in various ways, depending on classroom needs. **Tuition is reduced to \$25 for each child.**

Hall Monitors – Our hall monitors help by being present in the school, auditorium or church where needed. They may occasionally help out with office work, depending upon needs of the program. **Tuition is reduced to \$50 for each child.**

Substitutes – Offering to substitute occasionally is one of the best ways to support your child’s catechist! If you are available to sub from time to time, you can let us or your child’s catechist know. **Substitutes who sub at least once during the RE year get a \$10 discount for each child the following year.**