

Classes

Classes are held on Mondays. There is an afternoon session from **4:30 p.m. to 5:50 p.m.** from September until April, with a break for the Christmas holidays. A calendar for the current year is enclosed.

Registration and Fees

To help *partially* defray the costs of our program that includes textbooks, materials, utilities, building maintenance, etc. our fees for the current year are as follows:

1 student in family:	\$ 225.00
2 or more students in the same family	\$ 300.00

Registration and payment of fees for the following year's program is made in the preceding spring of each year to enable the staff to prepare and order texts and materials in advance. A discounted fee is granted for early registration.

If any family is unable to pay the required fee all at once, an installment plan will be acceptable. The parish community also subsidizes the costs of P.R.E.P. All fees are non-refundable.

New students are requested to present an official record of Baptism, *not a photocopy*, (as well as a letter or report card from a previously attended program.) These records will be returned promptly.

A PARENT'S PRAYER

O' Heavenly Father, make me a better parent. Teach me to understand my children to listen patiently to what they have to say, and to answer all their questions kindly. Keep me from interrupting or contradicting them. Make me as courteous to them as I would have them to be to me.

Forbid that I should never laugh at mistakes or resort to shame or ridicule when they displease me. May I never punish them for my own selfish satisfaction or to show my power.

Let me not tempt my children to lie or steal. Guide me hour by hour that I may demonstrate by all that I say and do that honesty produces happiness.

When I'm out of sorts, help me, Oh Lord, to hold my tongue. May I ever be mindful that my children are children and I should not expect of them the judgments of adults. Let me not rob them the opportunity to wait on themselves and to make decisions.

Bless me with the bigness to grant them all their reasonable requests and the courage to deny them privileges I know will do them harm. Make me fair and just and kind and fit, Oh Lord, to be loved and respected and imitated by my children. Amen.

Attendance

Regular and punctual attendance is required. When a student is absent, we request that parents send an explanatory note to his/her catechist. Lesson assignments for the class(es) missed are to be made up. This letter does not excuse the student but states a reason for the absence. Lateness is very disruptive to the classroom environment. *Students who are either absent five or more times, or habitually late will be expected to either repeat the level or to make up the time in the summer.* Thank you for your understanding and co-operation. In case of inclement winter weather, we will contact you to cancel class if warranted.

Transfer Students and Level Progression

Students who have attended another program (P.R.E.P. or Catholic School) are required to submit documentation (a report card or a letter) concerning their attendance and level. Due to a genuine concern for the students' religious education and fairness to all, *no skipping of levels is permitted.* P.R.E.P. levels do not always correspond to grades in school.

Early Drop off and Pick up Procedure

There are no early drop off for students as the catechists and aides are not required to be in the classrooms until ten minutes before the start of class. Occasional early pick-up needs to be pre-arranged. Please call office at 610-268-0296 or the cell phone of the Co-Ordinator of Religious Education at 610-585-5865. If weekly requests for early dismissal are needed other arrangements

will be made. Please notify Donna. Early dismissals are very disruptive to the continuity of the classroom environment.

Discipline

For education to be effective, rules regarding behavior are essential. Parents are asked to see that their children are dressed appropriately for class. Dress is casual but respectful. Students should not chew gum in class, nor wear hats in class. Students are expected to be respectful to catechists, aides, and other students. Parents with children who have special needs should inform the staff.

Sacraments

To be eligible to celebrate the sacraments of First Reconciliation, First Eucharist, and Confirmation, students must be in our program (or in another approved program) *un-interrupted for three years* (Reconciliation and Eucharist), and *for six years* (Confirmation). There is also a required program for parents that accompanies the students' preparation program for these sacraments.

New All-Purpose Classrooms

Every year the parish spends thousands of dollars to maintain and repair our aging P.R.E.P. buildings. This school year we anticipate that our new all-purpose classrooms will be completed by early spring. Pray for the completion of our all purpose classrooms for this school year.

Curriculum

Our textbook series, Alive in Christ, which is approved by the Archdiocese of Philadelphia, is published by *Our Sunday Visitor*.

The textbook series is organized around key themes of Catholic teaching that repeat each year with a grade level focus, building on the child's knowledge of the faith at each developmental stage.

The seven essential themes of the faith – Revelation, Trinity, Jesus Christ, The Church, Morality, Sacraments and the Kingdom of God- provide the structural framework that organizes the content of the grade.

Sacred Scripture from both the Old and New Testament is at the heart of Alive in Christ. The students are invited to understand the importance of Sacred Scripture along with the basic and foundational doctrinal concepts of our Catholic faith as found in the Catechism of the Catholic Church. (C.C.C.)

The use of music in this series is both intentional and purposeful. The music has been chosen to form children in the lesson content and Catholic identity. It is age appropriate and includes children's voices.

The "Family & Faith" page is an invaluable resource in providing adults the practical help they need to grow in faith themselves and to nurture the faith of their children. Please make use of it in your home.

Homeschool Option

Please contact the Coordinator of Religious Education in the church office to discuss this alternative option to our weekly schedule. Please call 610-268-0296.

Faculty, Staff and Parent Involvement

Our dedicated catechists and aides are all volunteers. Some are currently or have been professional educators. All catechists have taken or are in the process of taking the courses required by the Archdiocese of Philadelphia.

All adults in the classrooms are required by the Archdiocese of Philadelphia to have obtained Criminal and Child Abuse Clearances along with completion of a Safe Environment Class. Parents are invited to visit and sit-in their child's classroom. Please contact our coordinator to arrange this and to obtain a visitor badge for this one-time opportunity. All adults in the classroom will be required to wear an ID badge during class time.

A current list of our staff is enclosed. If you have any questions, please telephone them. They will be happy to assist you.

Parking/Dismissal

Out of genuine concern for the safety of our students, we request that parents observe our parking regulations:

- 1. When arriving, please see that the children enter the proper building. No running to class.**
- 2. When picking up child(ren) at the end of classes, please come into the hall and sign out your child(ren) with the child's teacher. You will need to initial the pre-printed form next to your child's name. (Initials and time of pick-up)**
- 3. All students will be dismissed from the hall not the individual classrooms.**



Revised: August: 2018

***St. Gabriel
of the
Sorrowful Mother
Parish***

*Knowledge fosters
desire. Desire fosters
love. Love fosters
change of heart.*

***P.R.E.P. PARENT/STUDENT
POLICY HANDBOOK***

2018-2019

***St. Gabriel of the Sorrowful Mother Church
P.O. Box 709, 8900 Gap Newport Pike
Avondale, PA 19311***

Phone: 610-268-0296 Fax: 610-268-5022

Saint Gabriel of the Sorrowful Mother Parish Mission Statement

We, the people of St. Gabriel of the Sorrowful Mother Parish in the Archdiocese of Philadelphia, recognize our call: to grow as brothers and sisters in Christ; to edify the Christian family; to reflect the risen Christ; and to build a center of nourishment, community, education and service proclaiming that Jesus Christ is the Light of the World to all those who would follow Him.

Baptized into Christ Jesus, confirmed by the Holy Spirit, empowered by His gifts of Grace, we are unified by faith into one body, the Presence of Christ in the world today.

Let us grow in enlightenment by participation in service and prayer.

Let us grow in stature through Worship and celebration of the Sacraments.

Let us grow in humility by sacrificial acts and giving.

Let us grow in Spirit by leading an exemplary life in word and deed.

Let us grow in wisdom through reading the Word of God, in the Holy Bible and in the Sacred Tradition of Christ's Church.

We pray to God in communion with Our Blessed Mother and with St. Gabriel of the Sorrowful Mother, to guide us on our path to show the light of Jesus Christ to all the world until we reach our heavenly home.

Parish Religious Education/Formation Program

P.R.E.P.

Our parish religious education and faith formation program is for all children not enrolled in Catholic schools. The program also provides opportunities for adults to advance in their knowledge and growth in faith.

Our parish has provided classes since September 1989. Thus far we have relied upon the generous service of volunteer catechists, substitutes, and aides, to whom we are very grateful.

Besides providing formal religious instructions for students in a full time non-Catholic school, which is paramount, we also include celebrations of liturgies such as Reconciliation Services, Eucharists, Confirmation etc. Prayer and the proclaiming and explaining of the Holy Scriptures during class are also important components of our program. Formation in our Catholic faith along with information about our beliefs is our mission.

Since the formal religious education that we provide is dependent upon family co-operation, **we expect that the children and family celebrate the Sunday Eucharist each week at our parish Church.** We also expect that parents take an active interest in the program by seeing that the children attend classes regularly, punctually, and are prepared for them. Some parental input in the lessons is also requested when the students bring home the "Family and Faith" papers. These papers are a summary of what was taught in your child's class.

We also ask that each family having a child in the program consider helping by way of serving as a catechist, substitute, aide, monitor, or assistant for a special occasion.

Parent Orientation

The first class of each school year will be a prayer service and parent orientation to be held in Church. Each family will be required to gather in the Church for the opening of our P.R.E.P.

After the prayer service the Catechists and the students will go to their individual classrooms for their opening session.

The parents will remain in the Church for the parent orientation. The Coordinator of Religious Education will inform the parents of all the new and not so new policies.

Dismissal of the students will be at the end of the session.



Cell Phones

We realize that these devices have become necessary tools in communicating with children and their parents. We request that, in class, your child's phone is turned off and does not display it during class.

New Policies

New policies will be put in place upon the completion of our new all-purpose building. Please continue to pray for the timely completion of this much needed building.

