

*St. Paul Catholic Church
Catholic faith Formation
Program (CFF)*



*Students and Parents
Handbook*

*8720 Florin Road
Sacramento, CA 95828
www.stpaul-florin.org*

St. Paul Catholic Church

VISION

St. Paul Catholic Church, nurtured by the love of Jesus Christ, inspired by the exemplary life of St. Paul, enlightened by the Holy Spirit and guided by the teachings and traditions of our Holy Mother Church, radiates and shares Jesus' mission of proclaiming the living Word of God.

MISSION STATEMENT

We, God's people of St. Paul Catholic Parish in Sacramento, California, a multicultural, inclusive and welcoming community, inspired by the love of Jesus

Christ are called to bring all people of God in worship to declare our belief in God's love based on the teachings of Jesus Christ, and to celebrate and grow in our relationship with God.

Catholic Faith Formation Program

MISSION

The Catholic Faith Formation of St. Paul Parish, inspired by the love of Jesus Christ, is committed to build a strong Foundation of Faith for the children, youth and adults in the parish. Likewise, offering meaningful prayers, devotions, sacramental and liturgical services to deepen and strengthen their faith experience.

GOALS

- Bring about in our children a deeper knowledge and love of Jesus Christ and a growing faith in him
- Prepare the children to receive the sacraments
- Prepare the non-baptized children and youth to be received into the Catholic Church
- Foster and enhance a cooperative effort between the parents and catechists in the children's faith formation

"The definitive aim of catechesis is to put people not only in touch, but also in communion and intimacy, with Jesus Christ." All evangelizing activity is understood as promoting communion with Jesus Christ (#80). General Directory for Catechesis

SACRAMENTAL PREPARATION

BAPTISM

If a child is not baptized and has been in the Catholic School or Catholic Faith Formation Program for two years, arrangements will be made for the family to adequately prepare for the celebration.

FIRST RECONCILIATION AND EUCHARIST

Diocesan Policy states that each sacrament has a one year Faith Formation prior to the celebration.

These sacraments are celebrated when the child is about 7 years of age (2nd Grade Level or older) and has been in the Catholic Faith Formation for two years.

Catholic Faith Formation is a progressive learning process. Each "Grade Level" must be completed to continue to the next level towards the reception of the sacraments.

Example: If a student makes his/her First Communion in Level 2 and the following year does not attend CFF

for Level 3, upon their return they will be required to join Level 3.

CONFIRMATION

The Sacrament of Confirmation is a two-year program taking place in Junior High. Students, who are faithfully living their faith and wish to be confirmed, need to register for this program at the start of their Seventh Grade Level.

This sacrament is celebrated at the time when the young teens can make a personal commitment to take a more active part in the growth of their faith.

- Eight graders who have participated in the CFF Program from First Grade.
- Two years for those who have been in other religious education programs and have received First Communion.
- They are required to perform 20 hours of community service during their 1st year and another 20 hours in the 2nd year of Faith Formation.

PARENT'S ROLE

Parents are the primary educators in the faith. As the primary educators of their children, parents are

obliged to participate in the Faith Formation of their children for the sacraments. “The same obligation binds sponsors and those who take the place of parents.” (Canon 774, #2b)

The DRE, Catechists and CFF Staff are to work collaboratively with parents/guardians to help them fulfill their responsibility. We exhort parents to work on a cooperative partnership with the staff by following these guidelines:

- Witness the faith. The most powerful declaration of how parent/guardian fulfills their baptismal promises is to proclaim the good news about Jesus in your way of life.
- Religiously and regularly celebrate Sunday Mass with the child/ren.
- Share with your child/ren your personal reflections or insights on Sunday’s readings and homily.
- Participate actively in the sacramental, liturgical and community life of the parish – getting involved in the ministry/ies of the church.
- Help your children to know the basic prayers and the teachings of the Catholic Church.
- Attend parent meetings regularly.
- Be knowledgeable and participative with the scheduled catechetical sessions and events for the children and teens in the parish

- Ensure your child/ren punctual and regular attendance in the Catholic Faith Formation sessions.

STUDENT'S ROLE

Students are obliged to cooperate with the Catechists and CFF Staff to fully benefit from their catechetical sessions at the Catholic Faith Formation Program. They should:

- Come to class on time.
- Bring the required materials every CFF session, unless directed otherwise.
- Use polite speech and body language. Unkind teasing and impolite behavior are unacceptable like, name calling, bullying, etc.
- Be respectful to the Catechists, Assistant Catechists and fellow students.
- Listen attentively and participate actively in all CFF activities.
- Wear decent and appropriate clothes for class.
- Obey the general policies and guidelines of St. Paul Parish Faith Formation.
- Share what you've learned and experienced in the catechetical sessions with your parents and family members.

REGISTRATION PROCESS

- I. All students must register for class each year. Registration starts from July 1st till Aug. 31st.
- II. Walk-In registration is Monday to Friday at the Rectory Office from 8:00am to 3:30pm.
- III. You can mail the registration forms with your payment. Address checks to St. Paul Catholic Church with notation that it's for Faith formation.

BAPTISMAL INFORMATION

A photocopy of Baptismal Certificate is required for all children who are registering for the first time and for those who are preparing for their First Communion or Confirmation. This Baptismal record must be submitted when you come to register.

REGISTRATION FEES: (MAY VARY EACH YEAR)

Kindergarten – Grade/Level 8..... \$ 95.00 per child
 Other Fees: Retreat (Confirmation) ...\$70.00
 Communion\$20.00

CHANGE OF ADDRESS/ PHONE

Please notify immediately the CFF office of any change of address or telephone number (work, home or cell) so that the staff will be able to contact you in the event of an emergency.

GENERAL POLICIES AND GUIDELINES:

SCHOOL AND MASS ATTENDANCE

- Regular attendance is necessary for continuity in learning. The Assistant Catechist and the Faith Formation Staff will keep track of the attendance. If your child/ren miss/es three consecutive sessions without notifying the catechist, you will receive a call from the Catechist and/or the Faith Formation Office.
- Parent/Guardian must ensure that the child/ren attends their CFF Class every time the class meets, and to review with them to understand better the basic teachings of Jesus and the Church taught in the classroom.
- If your child/ren must miss/es a session due to illness or other circumstances, please call in advance (916) 381-5200.
- You must bring your child/ren to Mass every Saturday or Sunday and on Holy Days of Obligation; and encourage them to go and receive the Sacrament of Reconciliation regularly.

- Students must fill out the Mass Attendance card and have it signed by the Assistant Catechists. If you attend Mass in another Church, you must have the priests or deacon of the Church to sign it.

ARRIVAL AND DISMISSAL

For your child/ren safety, please walk with your child/ren to and from the classroom for each session. Parent/ Guardian have to sign the **“IN and OUT” Sign Sheet** before and after classes. At dismissal time, no child/ren will be allowed to leave their classroom until a parent/guardian comes to pick them up.

COMMUNICATION PROCEDURES

- Parent/Guardian and the Catholic Faith Formation Program Staff must work collaboratively in helping children grow and strengthen their faith. Therefore, good communication is essential.
- Concerns and problems regarding the faith formation of your child/ren should always be endorsed to the proper authority and in a proper place. Parent/ Guardian, please call (916) 381-5200, or visit the CFF office if you need to talk to the Director of Religious Education.

DISCIPLINE POLICIES

To provide an atmosphere conducive to learning, a safe and caring-friendly environment, each student should abide by these rules:

- Students should, at all times, be respectful and cooperative to all the Catechists, Assistant Catechists and Aids in the program.
- Students should respect each other, each other belongings and parish' properties.
- Students should participate actively and attentively in all class activities.
- Students' clothing should be decent and appropriate for class.
- Students should bring their textbook to class each week.

MEDICAL EMERGENCY/ACCIDENT

In the case of an emergency or natural disaster, Catechist, CFF Coordinator and the DRE will remain with the children until a parent/guardian sign out their child/ren.

CHILD ABUSE

As required by State Law, evidence of apparent non-accidental injury, or an abuse will be reported to the proper authorities.

CLASS SCHEDULE: (MAY VARY EACH YEAR)

Sunday 10:30am – 12:00pm
12:30pm – 2:00pm

RIGHT TO AMEND

The Pastor/Administrator of St. Paul Catholic Church and the Director of Religious Education have the right to amend this handbook for a just cause. Parents will be given prompt notification if changes are made.

This handbook had been amended on August 1, 2013.

Rev. Fr. Vicente C. Teneza
Pastor

S. Ma. Katrina S. Quidlat, RVM
Director of Religious Education

GENERAL DIRECTORY FOR CATECHESIS

47. The Church, while ever containing in herself the fullness of the means of salvation, always operates “by slow stages”. (112)The conciliar decree *Ad Gentes* clarifies well the dynamic of the process of evangelization: Christian witness, dialogue and presence in charity (11-12), the proclamation of the Gospel and the call to conversion (13), the Catechumenate and Christian Initiation (14), the formation of the Christian communities through and by means of the sacraments and their ministers (1518). (113) This is the dynamic for establishing and building up the Church.

THE GOAL OF CATECHESIS: Faith Growth

Catechesis is an esteemed term in Christian tradition. It's purpose is to make a person's faith become living, conscious, and active, through the light of instruction. Faith grows and matures. Such faith is a grace, a gift of God. Growth in faith is intimately related to one's response to this gift.

National Catechetical Directory: 32, 33

THE CONTEXT OF CATECHESIS: Community

Catechesis, situate catechesis within the community of believer. The Church, the Body of Christ, is always the context for catechesis. The meaning and vitality of catechesis grow especially in the parish, the praying, believing, and serving the community of faith. The parish gives spiritual, moral and material support to regular, continuing catechesis.

National Catechetical Directory: 60

THE PROCESS OF CATECHESIS: Integration

Catechesis is not limited to one methodology. Although certain norms or criteria apply to all catechesis, they do not determine a fixed methodology, not even an order for presenting the truths of faith. For instance, catechesis can begin with God and proceed to Christ, or do the reverse, it can proceed from God and humanity, or from humanity to God, and so on. Whatever the method, catechists are responsible for choosing and creating conditions, which will encourage people to seek and accept the Christian message and integrate it more fully in their living out of the faith.

St. Paul Catholic Church

Catholic Faith Formation Curriculum

Kindergarten

The purpose of this course is to prepare students to work individually, in small groups, and as a whole class as they strive to internalize and master skills and content necessary for present and future spiritual, intellectual, social, emotional, and physical growth. Students should participate actively in the weekly Faith Formation classes. Parents must bring their child/ren to Church to attend all Sunday and Holy Day Masses. The Gospel of each week will be discussed in class.

Level 1- Pre Communion Course

The purpose of this course is to prepare students to receive the Sacraments of Reconciliation and Holy Eucharist. Students are expected to know the basic

prayers, to attend and participate actively in the weekly Faith Formation classes. Students must attend all Sunday and Holy Day Masses. The Gospel of each week will be discussed in class.

Level 2- Communion Course

The purpose of this course is to prepare students to receive the Sacraments of Reconciliation and Holy Eucharist. At the completion of the class, the students should have developed a clearer understanding of what it is that Catholics believe which is expressed in the Creed as well as knowledge of related topics such as the Rosary, the Saints, the Liturgical Year and Mary. Students are expected to participate actively in weekly Faith Formation classes. Students must attend all Sunday and Holy Day Masses. The Gospel of each week will be discussed in class.

Level 3- Four Marks of the True Church Course

The purpose of this course is to develop the student's understanding of the **Four Marks of the Church** describing four specific adjectives—*One, Holy,*

Catholic and Apostolic—indicating four major distinctive marks or distinguishing characteristics of the True Church. The course introduces the student to the fullness of our life in the Church. Students must attend all Sunday and Holy Day Masses. The Gospel of each week will be discussed in Class.

Level 4 - God's Commandments and His Infinite Goodness Course

The purpose of this course is to develop the student's understanding of God's Commandments and His Infinite Goodness. At the completion of the class, the students should have a better understanding of what Catholics believe which is expressed in the Creed and knowledge of related topics such as the Stations of the Cross, the Saints, the Liturgical Year and Mary. Students must attend all Sunday and Holy Day Masses. The Gospel of each week will be discussed in Class.

Level 5 - The Seven Sacraments Course

The purpose of this course is to develop the student's understanding of the Seven Sacraments that touch all stages and the important moments of Christian Life: they give birth and increase, healing and mission to the Christian's life of faith.(CCC1210) At the completion of the class, the students should have a clearer understanding of the Sacramental life of the Church that all Catholics go through in life and knowledge of related topics such as the Stations of the Cross, the Saints, the Liturgical Year and Mary. Students must attend all Sunday and Holy Day Masses. The Gospel of each week will be discussed in Class.

Level 6- God's Infinite and Mercy Course

The purpose of this course is to develop the student's understanding of God's infinite love and mercy. At the completion of the class, the students should have a better understanding of what Catholics believe

expressed in the Creed as well as deepening their knowledge of related topics such as the Stations of the Cross, the Saints, the Liturgical Year and Mary. Students must attend all Sunday and Holy Day Masses. The Gospel of each week will be discussed in Class.

Level 7- Sacrament of Confirmation I Course

The purpose of this course is to prepare students to receive the Sacrament of Confirmation. At the completion of the class, the students should have learned about the Life and Teachings of Jesus Christ and knowledge of related topics such as the Rosary, the Saints, the Liturgical Year, the Stations of the Cross, and Mary. Students must attend all Sunday and Holy Day Masses. The Gospel of each week will be discussed in Class.

Level 8- Sacrament of Confirmation II Course

The purpose of this course is to prepare students to receive the Sacrament of Confirmation. At the completion of the class, the students should have learned the Catholic Church's Origin: Scripture and History and knowledge of related topics such as the Rosary, the Saints, the Liturgical Year, the Stations of the Cross, The Gifts of the Holy Spirit and Mary. Students must attend the Retreat, all Sunday and Holy Day Masses. The Gospel of each week will be discussed in Class.



Catholic Faith Formation Office Information

Office Hours: Monday, Tuesday and Thursday
@ 9:00am – 12:30 pm
1:30pm – 4:00 pm

CFF Classes: Sunday
@ 10:30am – 12:00pm
12:30 – 2:00pm

RCIC/RCIA Classes: