

Holy Family Parish

Confirmation Handbook

Mission Statement

Holy Family Parish is a Catholic community that strives to unite faith, family, and community through sacred worship, education, family life, social justice outreach, and responsible stewardship.

Family-Student Handbook

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Confirmation Program
Grade Nine and Ten
Wednesday Evening
5:30 -6:45

Holy Family Parish Office Phone – 323-7116
Holy Family Parish Hall Phone – 323-3198

Pastor: Father Michael Klos
Coordinator: Sister Rosemary Rombalski
Teachers: Father Klos, Sister Rosemary Rombalski, Sherry Reck-Haines, Michele Waldera, Louie Ferguson, Alan Herman, Nancee Wozney

**Give me the Spirit of wisdom
And understanding,
The Spirit of right judgment
And courage,
The Spirit of knowledge
And reverence.
Fill me with the Spirit of wonder
And awe in your presence.**



PARENT - STUDENT HANDBOOK **HOLY FAMILY CONFIRMATION PROGRAM**

ATTENDANCE- ABSENT FOR A CLASS

The parent or guardian of a student who will be absent calls the Parish Office (323-7116) during office hours and gives the reason for the absence. Students are expected to be ready for class and in their assigned places when class begins. Students who are absent for **two classes make an appointment to meet** with the Coordinator and Pastor to discuss the situation. Driver's Ed. and school performances/activities are not excused absences.

CHANGE OF ADDRESS OR PHONE NUMBER

If an address or phone number should change during the year, please inform the office immediately.

CHURCH SERVICES – Mass Attendance

Students attend Mass on designated Wednesdays and participate in the Lenten Triduum Services. Students are expected to attend Mass every weekend and on Holy Days of Obligation.

CLASSROOM EXPECTATIONS

1. Students come directly to the Church Hall unless given directions to go elsewhere for a specific program. It is important that students are prompt for best utilization of instructional time

2. Each student is expected to have her//his Candidate's Handbook and a pen or pencil with them for each class period.

3. Students "make up" the class work when they have missed a class by outlining the chapter they missed. That outline is due the next class session.

4. Each late assignments, outline, form, service hours add on another hour of volunteer/service hours.

5. It is the responsibility of all students to maintain a clean and attractive instructional setting.

6. Students are responsible for the proper care of all books, supplies, furniture and equipment. Any damage to property or equipment will require payment for replacement or repair.

7. Students respect the space and property of the parish.

8. Students do not chew gum, eat candy or other food during class. Students may bring a snack to eat before class begins.



CLASSROOM CONDUCT

1. Following the directive of Jesus, “Love God above all things and love one’s neighbor as oneself” will provide a very positive and enriching classroom atmosphere. Students are expected to be/act kind, safe, and respectful, work hard, and follow the directions of the instructors.
2. Christian behavior is expected in all situations. Students who repeatedly disturb the instructional process will be dismissed from class, call home, and remain in the classroom area until a parent comes to pick them up.
3. A teacher dismisses students from class for dangerous, disruptive, or unruly behavior or for behavior that interferes with the ability of the teacher to teach effectively.
4. The parent contacts the teacher as soon as possible after the class and discusses the unacceptable situation. Parents and teacher work out an acceptable plan of improvement. If students consistently choose not to follow the rules, they may be required to follow an individualized home program. Tests will be given to insure mastery of the curriculum.

CONFIRMATION PROGRAM

Students of grades 9 and 10 are in the Confirmation Program. Each group, and their parents/sponsors, receive detailed instructions about the requirements and procedures of this program. Included in that information are details about service hours, requirements to be a sponsor, baptismal certificate, retreat programs, selection of a confirmation name, etc.

Service hours (20) include time spent, not for pay, doing tasks in Church//Liturgical Ministry (7 hours), at Parish functions (7 hours), and in the community (6 hours). They include such things as lecturing, ushering, singing with the choir, cleaning of parish facilities, yard work, snow shoveling, fish fries, Fall Festival, window washing, baby sitting during parish programs, etc. Students will hand in a record and reflection of their service hours on the form given to them.

In August and September, Father Klos will have individual interviews with the students. This is an opportunity to get to know the student and do a brief check of their understanding of their faith. Students will demonstrate their knowledge of basic faith facts and “the living of their faith life.”



Ninth and tenth graders will participate in a retreat each year of the program. Sophomores will attend the Chrism Mass at the Cathedral on Holy Thursday and participate in retreat type activities and culminate the day with the Mass of the

Last Supper at Holy Family Church. Other activities will be promoted and encouraged.

EARLY DISMISSALS AND CCD CLOSINGS

If the Arcadia Public Schools closes early because of inclement weather, Confirmation classes will be canceled for that day. If classes are canceled after 4:00 pm because of inclement weather, that announcement will be made on WHTL (Whitehall)102.3 FM. When helpful and possible, we may start a phone relay. Parents and students may also call the Parish Office until 4:30.

PARENT and SPONSOR INVOLVEMENT

Parents and sponsors sign up (at the first session) to participate in class sessions during the course of the year. Parental presence at our sessions is appreciated and indicates that you agree with and support the procedures and policies indicated in this handbook.

PARENT RETREAT and MEETING

Parents/sponsors attend a beginning of the year presentation with their child/ren. Policies and procedures are explained. The curriculum will be discussed and parents and students will be given a short time to interact with each other.

PARKING

Students who arrive via their own automobile are to park on the Church parking lot. Students are asked to be very attentive and careful as others arrive.

PRAYER

Classes begin and end with prayer. Various prayer forms and styles will be used. Families are encouraged to pray together often and share in traditional, spontaneous and reflective prayer.

REGISTRATION

Enrollment/registration forms are distributed in April. Early registration fee is \$50.00; \$70.00 after the set date. Early enrollment is greatly appreciated for it helps with the accurate purchasing of books and supplies.

SERVICE HOURS

Service/volunteer hours include 7 hours in liturgical ministry/service, 7 hours in parish service, and 6 hours in community service. The Parish Fall Fest, OLPH Mission/Thrift Store, and Youth Group days provide ample opportunity to fulfill the liturgical service and parish hours. Students record their hours and reflections on forms provided for them and hand them in to the coordinator. The depth of reflection is most important and parents and sponsors are to assist in this process.

STUDENT DROP-OFF AND PICK-UP

Students may be dropped off and picked up on the Church parking lot. The cooperation of parents is greatly appreciated. Parents who do not want to drive home and back again are encouraged and welcome to attend and participate in the class sessions.

