

General Information

Meeting Times

Preschool* through 8th grade students meet Sunday mornings from 9:15 – 10:30 a.m. (See schedule)

9th grade students meet Sunday evenings from 6:00 – 8:00 p.m. and will follow the schedule provided.

10th & 11th grade students will be enrolled in the Confirmation program and will follow the schedule provided to them at the first parent/student meeting.

Retreat dates for all grades are TBA. Parents will be notified as soon as the dates are confirmed.

Please have your child to class on time. Late students disrupt class and lose precious class time for everyone. Please do not pick your children up before the end of class. This is also very disruptive. Your cooperation is greatly appreciated!

***Preschool students must be 4 years old at registration and they must be potty trained.**

Tuition Fees

The 2017-2018 tuition fees for **registered parishioners** are \$70.00 per child for students in Preschool – 9th grades. Fees for students enrolled in the Confirmation program will be \$90.00 per child. Fees will not exceed \$260.00 per family. Tuition fees are due by March 31, 2017. Unpaid balance reminders will be sent in January.

Tuition for **non-registered parishioners** is \$135.00 per student.

Sacrament Requirements

Students enrolled in the 2nd grade will receive **First Reconciliation and First Communion**. They must be baptized prior to the reception of these sacraments and have attended a Religious Education or Catholic school program the year prior to enrolling in a sacrament preparation class. A copy of their Baptismal certificate must be given to the Administrator with your child's registration form. Students must attend class and Sunday Mass on a regular/weekly basis, attend all retreats and parents must attend all scheduled parent meetings.

Students enrolled in the 10th and 11th grades will be in the Confirmation class. This is a two-year program. Students must have attended a Religious Education or Catholic school program the year prior to enrolling in the Confirmation program. All students must attend Faith Sharing sessions on a regular basis, complete 30 hours of service (at least 20 hours through planned program service projects), attend all parent/student meetings and attend the St. Meinrad retreat at the close of their second confirmation year.

Failure to comply with the above rules may result in a delay of reception of said sacrament.

Materials

Textbooks are provided to students in Kindergarten – 9th grades. If your child loses his/her textbook, you may purchase a new copy for \$20.00.

All school supplies are provided by the program.

Mass Attendance

Students should attend Mass on a regular basis. If your child is enrolled in a sacrament class they **must attend on regular basis.**

Attendance

Regular class attendance is very important. If your child misses a class, please check with his/her teacher to find out what was covered in that class. If your child misses more than two classes in a row, you will be contacted regarding the absences.

Classroom Discipline

Students are expected to conduct themselves in an appropriate manner at all times. If a student is consistently disruptive, a phone call will be made to the parents. The teachers have a lot of material to cover in 1-2 hours (depending on grade) and if they have to constantly correct a disruptive child, time is taken away from the other students.

Dress Code

Students should be properly attired when attending classes. Basically, if an outfit is inappropriate for school, it is inappropriate for Religious Education classes. If a student is not properly attired, parents will be contacted and asked to bring appropriate attire for your child.

Prayer Services

Students in grades Preschool – 9th will have prayer services during the year. These services will provide an opportunity for the children to plan as well as participate in the service. Parents are invited and encouraged to attend these services and share some “prayer time” with your children. Dates are included with the calendar. All prayer services will begin at 10:10 a.m. unless otherwise noted.

Service Projects

Besides learning about our faith, our students will have opportunities to “live their faith” through service projects. Service projects will be at various times throughout the year and information will be sent home as it comes available. Each class will do at least one service project a year and no more than three for the entire year. The program sponsors a child through the Christian Foundation for Children and the Aging. Your child may participate in this project by bringing “spare change” for our sponsorship jar.

Dismissal

A parent or older sibling must pick up students in Preschool, Kindergarten and 4th grade. If someone other than a parent or sibling is picking up, please contact the Director prior to pick up time.

Students in morning classes should exit the building through the double doors, if they are attending 10:45 Mass or through the south door if they are going home. **Please watch for children in the parking lot, they don't always remember to watch for you!**

Phone calls

If a student needs to make a call regarding illness, transportation, etc. they must see the Administrator to use the telephone.

Wireless Communication Device (WCD)

A “wireless communication device” is a device that emits an audible signal, vibrates, displays a message or otherwise summons or delivers a communication to the possessor. The following devices are examples of WCD’s: cellular and wireless telephones, pagers/beepers, personal digital assistants (PDA’s), Blackberrys/Smartphones, Wi-Fi enabled or broadband access devices, two-way radios or video broadcasting devices, and other devices that allow a person to record and/or transmit, on either a real time or delayed basis, sound, video or still image, text, or other information.

Students may possess WCD’s provided they are powered completely off (i.e., not just placed in vibrate or silent mode) and stored out of sight during class times. The use of any communication functionality of the WCD is expressly prohibited. This includes, but is not limited to, wireless Internet access, peer-to-peer networking or any other method of communication with other devices or networks.

WCD’s, including but not limited to those with cameras, may not be possessed, activated or utilized at any time in any situation where a reasonable amount of personal privacy exists.

Students are prohibited from using a WCD in any way that might reasonably create in the mind of another person an impression of being threatened.

Possession of a WCD by a student is a privilege that may be forfeited by any student who fails to abide by the terms of this policy.

Violation of this policy will result in confiscation of the WCD. WCD’s will be returned to the parent following payment of a fine (monies to be donated to our Sponsored Child). Multiple infractions will result in the WCD being completely prohibited from the premises.

Tobacco, Drugs & Alcohol

Under no circumstances will students be allowed to have possession of tobacco, alcohol or drugs at any church-related activity. This includes Religious Education classes, Confirmation sessions, field trips, National Catholic Youth Conference, retreats and the St. Meinrad Weekend. Any student found in possession of these items will be sent home after a call is made to his/her parents.

Cancellation Due to Bad Weather

In case of inclement weather, you will be contacted by your child's teacher prior to the start of class. A cancellation notice will also be posted on the parish Facebook page – St. Thomas the Apostle, Fortville, Indiana.

Religious Education Office Hours

The Religious Education Office is open Sundays from 8:30 to 10:30 am during class times and varied hours throughout the remainder of the week. The office has a 24 hour voice mail service. Messages received will be returned as soon as possible. The Religious Education Office phone number is (317) 485-5103. This is the only number answered on Sundays – please do not call the parish number. The office e-mail address is religioused@stthomasfortville.com. You may schedule appointments with the Administrator by phone or via e-mail.

Questions, Comments, Concerns

All concerns should be addressed with the Administrator of Faith Formation. Please do not voice complaints to **our volunteer catechists**.