



ST. WALTER PARISH

CONFIRMATION PROGRAM LEVEL 2

2010-2011

FAMILY HANDBOOK & REGISTRATION INFORMATION

Parish Center 630-894-5880

www.stwalterchurch.com

DATES FOR LEVEL TWO CONFIRMATION CANDIDATES 2010-2011

Rite of Confirmation: Session 1- August 17, Tuesday or August 21, Saturday

Due: Christian Service Form

Rite of Confirmation: Session 2- September 28, Tuesday or October 2 Saturday

Due: Saint's Biography

Mandatory Sponsors' Meeting (Scheduled at the same time as the student's session two.)

Rite of Confirmation: Session 3- October 26, Tuesday or October 30, Saturday

Rite of Confirmation: Session 4- January 25, Tuesday or January 29, Saturday

Due: Letter of Intent to the Bishop

Rite of Confirmation: Session 5 March 23, Tuesday

Sacrament of Reconciliation TBA

Retreat: October (TBA) February 13 , or February 20

Sponsor Participation during the latter part of the day.

March (Dates to be announced in November)

Confirmation Liturgy

LEVEL TWO: CONFIRMATION

Students entering Level 2 of the program will be referred to as a Confirmation candidate. Students who have missed Level 1 workshops/rally are expected to complete them during this second year. All requirements must be completed by February, 2011. Failure to do so will delay reception of Confirmation by one year.

- **Christian Service.** Candidates are required to complete two Christian Service commitments. Descriptions can be found in the Curriculum section of the handbook.
- **Rite of Confirmation Workshops.** Candidates will be assigned a class for **five** sequential *Rite of Confirmation* workshop sessions.
- **Retreat.** Candidates are required to participate in a Confirmation retreat.
- **Reconciliation.** Candidates are required to celebrate the Sacrament of Reconciliation.
- **Registration.** Each workshop has a specified number of spaces. Registration will be honored on a first come, first serve basis. Schedules will be sent in early August.
- **Parent Volunteers.** Parent volunteers are required in each workshop. Parents may request a specific workshop or leave it to the discretion of the staff.
- **Curriculum.** The Director approves all workshop curricula. The text, Confirmation Journal, is used in Level 2. Bibles, given in sixth grade, are also used.
- **Tardiness** (beyond five minutes) warrants nonparticipation.
- **Early dismissal will not be allowed.**
- **Missed Workshops.** Failure to report to a workshop requires the parent to request a makeup day. The School of Religion will assign the student, based on workshop availability.
- **Dismissal from a workshop.** In cases where the code of behavior is violated, the candidate will receive a **SINGLE** verbal warning by the catechist. Afterwards, the candidate will be required to make up the workshop.

CURRICULUM

RITE OF CONFIRMATION WORKSHOP SERIES

Candidates will attend 5 sequential Rite of Confirmation workshops, with a set roster of candidates and an assigned catechist.

1. • Session One: Emphasis on Sacraments of Initiation
Due: Christian Service Form
- Session Two: Emphasis on the Gifts of the Spirit
Due: Saint Report
- Session Three: Emphasis on Chrism and Bearing Witness to Christ
Homework: Draft of letter of intent
- Session Four: Mass of Explanation and Letters of Intent
Due: Letter of Intent
- Session Five: Mystagoga: Meets after the Confirmation to process the experience and introduce the newly confirmed to various ministry options and youth ministry events.

CHRISTIAN SERVICE

Candidates are required to complete two Christian Service commitments: (1) an independent service project and (2) a parish sponsored project. NOTE: Candidates who volunteer for the St. Walter Bible Camp or catechist assistant will fulfill both Christian Service requirements (independent and parish-sponsored). Space is limited.

- **Independent Christian Service Project.** One service opportunity (6 hours minimum) will be completed on the candidate's own initiative, during the Summer 2010. The Christian Service Form (Appendix 1) is to be completed and submitted at the first Rite of Confirmation workshop. Extensions may be given at the director's discretion, and must be completed by November 2010.
- **Parish Sponsored Christian Service Workshop and Project.** Candidates will choose one parish sponsored service workshop. **Note that registration for a service workshop requires that the candidate also participate in the actual service project.** Failure to participate will invalidate the workshop attendance. Do not sign up for a service workshop on the same day that you schedule a Rite of Confirmation workshop. Parish sponsored options are listed below.

Service: Abbington House. Candidates will explore senior citizen concerns and the spirituality of hospitality. Candidates will bring supplies for gift baskets that will be given as bingo prizes on the day of the event.

Service: Harvest Sunday. Candidates will discover the effects of unequal global distribution of resources. Candidates will also prepare for Harvest Sunday, and participate in the event.

Service: Humanitarian Service Project. Candidates will explore issues of poverty, homelessness, and the struggles of regaining self-reliance. Candidates will prepare and participate in the event.

Service: Love Feast. Candidates will explore issues of nutrition, senior citizen concerns, and the spirituality of hospitality. Candidates will prepare and participate in the event.

Intergenerational Experience: Advent. Candidates will explore the spirituality of Advent. They will also prepare to facilitate this family gathering experience, and participate in the event.

GENERAL POLICIES

CODE OF BEHAVIOR. Students are expected to behave in a Christian manner rooted in respect. A student:

- Is expected to respect others, including adults. Inappropriate words and actions will not be tolerated. This includes, but is not restricted to, foul language, bullying, harassment, fighting, threats, disobedience of instructions, or disruptive behavior.
- Will not be allowed to bring in food or drink unless approved by the director.
- Will dress in modest attire appropriate for religious instruction, and will not create a distraction.
- Will respect the parish property, and not vandalize any aspect of the property.
- Will not bring drugs, alcohol, or weapons on the premises. Appropriate legal action will be taken.
- Will not use entertainment devices or cell phones in the classroom. Cell phone access must be used solely for the purpose of parent communication.

We reserve the right to inspect a person's personal property when there is reasonable belief that the individual is violating the rules or concealing contraband. Any destruction of property, the offending child(ren)'s family will be responsible for restitution.

COMMUNICATION. To assure effective communication, the following forms of media will be used.

- Telephone access to the director, 630-894-5880.
- E-mail access to the director, kenortega@sbcglobal.net
- Sacramental preparation letters and reminder cards

PARENTAL ACCESS TO STUDENT RECORDS. The School of Religion abides by the provisions of the Buckley Amendment, namely that both parents have access to the child's records, though physical access to the child is determined by the court decree. Divorced/separated parents must file a **Court Certified Copy of the Custody** section of the divorce decree or separation agreement with the School of Religion office.

CLASS CANCELLATION. In the event that classes are canceled due to weather, an announcement will be made on the following stations: WGN/720 AM or WBBM/780 AM. A listing of closing can also be found on the website, www.Emergencyclosings.com/. Also, call the School of Religion absentee line, 630-539-3553.

EMERGENCY PREPARATION. Procedures for various emergency drills are established.

- Awareness of tornado safety procedures will be presented to students.
- Adults will be instructed on procedures concerning intruder alert and on-site disruptions.

LOCKDOWN PROCEDURE. In the case of an unforeseen crisis during class sessions, a lockdown procedure will be initiated to assure student safety. In such situations, parents must report to the main office. The director will instruct them on the procedure for picking up their children. Parent cooperation is expected.

HEALTH CONCERNS AND MEDICATION. Health concerns should be brought to the attention of the director during registration. Parents/ guardians should know that: a catechist **may not** administer medication. No student is allowed to take any medication (including aspirin) into the classroom. Medication should be left at the main office. A confidential appointment with the director should be made to discuss health concerns.

SPECIAL NEEDS. No child is denied religious education. Parents or guardians should set up a meeting with the director to determine which workshops and requirements may enhance the child's strengths.

CHILD ABUSE. In accordance with diocesan policy, all adults ministering to minors are "mandated", or required, by state law to report evidence of reasonable suspicion of abuse and/or neglect of a minor to the Illinois Department of Child and Family Services. Catechists shall be required annually to sign the state form acknowledging awareness of their status as mandated reporters. The signed copy is kept on file in the parish.

OFF-CAMPUS ACTIVITIES. Students may attend parish-sponsored events off the parish campus, but must provide their own transportation. The parish will not recognize other gatherings by parents, catechists, or students, and is not liable for any accidents that may occur at non parish-sponsored events.

**THE CATHOLIC COMMUNITY OF ST. WALTER
SCHOOL OF RELIGION**

CHRISTIAN SERVICE COMPLETION FORM

Name of Confirmation Candidate (Print): _____

Date of Christian Service: _____

Name of Service Project: _____

Name of Organization: _____

Description of your assignment(s):

Attach any brochures, flyers, or other promotions.

Name of Project Coordinator (Print) _____

As project coordinator, I verify that this person completed his or her assignments for this project.

Signature of Project Coordinator _____ Date: _____

Comments:

**CONFIRMATION PROGRAM
LEVEL TWO
2010-2011
FAMILY HANDBOOK & REGISTRATION
VERIFICATION FORM**

Name of Student (Print) _____

Name of Parent /Guardian (Print) _____

This statement verifies that I have read the *Confirmation Level 2 Family Handbook 2010-2011*, and agree to its terms including:

- Unfulfilled requirements from Level 1 must be completed in the second year.
- Students in Confirmation Level 2 must complete 5 sequential two-hour Rite of Confirmation workshops.
- Candidates must complete one independent Christian Service Project and one parish sponsored Christian Service Project, which includes workshop participation.
- Failure to complete all requirements of the two year Confirmation program may result in a delay of reception of the sacrament by one year.
- Candidates must attend one retreat.
- Candidates must celebrate the Sacrament of Penance prior to Confirmation.
- Rite of Confirmation workshops are limited to 14 students, and Christian Service Projects vary according to needs
- Registration will be honored on a first come, first serve basis.
- Parent volunteers are required in each workshop. Parents may request a specific workshop or leave it to the discretion of the staff. Parents are notified of their assignments in August.
- Tardiness (beyond five minutes) warrants nonparticipation.
- Early dismissal will not be allowed.
- Failure to report to a workshop requires the parent to request a makeup day. The School of Religion will assign the student, based on workshop availability.
- In cases of misbehavior, the candidate will receive a **SINGLE** verbal warning by the catechist. Afterwards, the candidate will be sent to the office, and required to make up the workshop.

Parent/ Guardian Signature _____

Date _____