

St. Rose of Lima Catholic Church Religious Education

CCD & Youth Group



Parent/Student Handbook

About This Handbook. This handbook contains ongoing policies, procedures, and expectations for our Religious Education and Youth Ministry programs. Current-year schedules, sacramental dates, special events, registration information, and other important updates are communicated separately through Flocknote and at our annual Open House.

Last Revised: August 2026

Our Vision

St. Rose Religious Education strives to *build a strong, Christ-centered community* where children and their families know they are beloved sons and daughters of God, grow in relationship with Jesus Christ, and become active members of the life of the parish. Our goal is Heaven, and we believe Christ gave us the Church and one another to help us get there.

Mission Statement

The mission of St. Rose Religious Education is to *form young disciples* of Jesus Christ by faithfully teaching what we believe as Catholics, helping students encounter Christ through the Sacraments and prayer, and showing them how to live their faith through love and service to God and others. We strive to lead students to a deeper understanding and love of Jesus Christ, especially in the Eucharist, so that their Catholic faith becomes not simply something they learn, but something they live each day.

How We Live Our Mission

Our vision and mission come to life through the experiences we provide, the truths we teach, the Sacraments we celebrate, and the community we build. While there are many ways we live out this mission, the following are at the heart of St. Rose Religious Education:

- **Community & Fellowship.** Faith is meant to be lived in community! Our snack and dinner times give students, catechists, leaders, and parents an opportunity to gather, build relationships, and experience a sense of belonging within our parish family.
- **Faithful & Engaging Curriculum.** Our curriculum is carefully chosen to meet students at their developmental level while faithfully teaching the Catholic faith. Through Sacred Scripture, Lectio Divina, the lives of the saints, Church teaching, prayer, discussion, and activities, we seek to help our students not only *know* their Catholic faith, but grow to love and live it.
- **The Mass & the Eucharist.** The Eucharist is the source and summit of our Catholic faith and must be at the heart of everything we do. Throughout the year, students have opportunities to participate in Mass together and grow in their understanding of and love for Jesus, truly present in the Eucharist.
- **The Sacraments.** The Sacraments allow us to encounter Christ and receive His grace in a profound way. In addition to preparing students for First Reconciliation, First Holy Communion, and Confirmation, we provide opportunities for students who have received First Reconciliation to celebrate the Sacrament of Reconciliation.

- **Prayer & Devotion.** We want our students to know *about* God, but even more importantly, to know Him personally. Students experience different forms of Catholic prayer and devotion throughout the year, including Adoration, the Rosary, Stations of the Cross, Scripture, and personal prayer, helping them develop habits of prayer they can carry into daily life.
- **Parents & Families.** Parents are the primary educators of their children in the faith. Religious Education supports and equips families, but it cannot replace the witness of faith lived at home. Attending Sunday Mass and Holy Days of Obligation, receiving the Sacraments, praying together, reading Scripture, serving others, and making Christ part of everyday family life are vital to a child's lifelong faith.

“It is vitally important for parents to transmit to their children an understanding of the faith, and a deep appreciation of sacramental life, so that each generation may be aware of Christ’s teaching. The success of the Church’s mission in this regard... is intimately linked with the family’s irreplaceable catechetical activity.”— Saint John Paul II

Religious Education at St. Rose

Classes are held on Wednesdays at St. Rose’s Parish Religious Education Building. Children must be four years old by September 1 of the year in which they enroll to register for Preschool.

Preschool—Grade 2 | 4:30-5:30pm

Snacks served 3:50-4:30pm

Grades 3—Confirmation & Youth Group | 6:30-7:30pm

Dinner served 6:00-6:30pm

Program Leadership. The Director of Religious Education (DRE) oversees the program under the supervision of the pastor. Each classroom is led by a trained catechist, and Youth Group is led by trained adult leaders.

Classroom Staffing. Catechist, leaders, and volunteers who work with students complete diocesan Safe Environment requirements, including required training and background checks.

Student Registration. Registration for CCD and Youth Group is completed online through Flocknote. Students must be registered before attending classes.

Required Documents. As a part of registration, families are required to complete all necessary forms and permissions. Some forms will be completed electronically through

Flocknote during registration, while others will be provided for review and signature in person at the Open House. All required registration information, permissions, and signatures must be completed before a student may attend class.

Required documents may include the Parent/Student Handbook Acknowledgement, photo releases, Permission to Attend, Attendance Policy Acknowledgement, St. Rose Youth Code of Conduct, and other forms as required by the parish or Diocese of Cheyenne.

Absences. Please notify the DRE by text at 402-750-1035 or by email at mgriggs@dcwy.org before class if your child will be absent. Parents/guardians may be contacted regarding an unreported absence to ensure student safety.

School Cancellations. If Goshen County Public Schools cancels school due to severe weather, Religious Education classes will also be canceled unless otherwise communicated.

Drop-Off and Dismissal. Parent/guardians are responsible for arranging transportation home following Religious Education. Students should be picked up promptly at the conclusion of class.

For the safety of our younger students, parents/guardians of Preschool-2nd Grade students are asked to walk their child into the building at drop-off and come inside the building to pick them up at dismissal.

Communication

Open House. An open house is held before classes begin each year. Parents and students are expected to attend to meet their catechists/leaders, visit classrooms, and receive important information for the year.

Parent and Catechist/Leader Communication. Parents/guardians are encouraged to contact the DRE or their child's catechist/leader with questions or concerns. Catechists or leaders may also contact families during the year as needed.

Flocknote. Flocknote is our primary communication tool for schedule changes, food sign-up lists, and other important updates. You may reply to these texts/emails. They are private. To add another parent/guardian or update contact information, please contact the DRE or update your family's information on Flocknote.

Contact Information. Please inform the DRE of any changes made to your contact information during the year.

Newsletter. Newsletters and other communications will be shared throughout the year to keep families informed and provide resources for ongoing faith formation. Families are also encouraged to read the weekly parish bulletin for additional news and updates.

Class Calendar. Families will receive a Religious Education calendar at the beginning of the year. Schedule changes will be communicated through Flocknote.

Sacramental Preparation

The following provides a general overview of sacramental preparation at St. Rose. A copy of your child's baptismal certificate is required if the baptism did not take place at St. Rose. Regular attendance and parent involvement are essential to sacramental preparation.

First Reconciliation and First Holy Communion. Children prepare for First Reconciliation and First Holy Communion in second grade. Most preparation takes place during class, with additional information and important dates provided to parents throughout the year. Parent involvement in this preparation is essential.

Confirmation. Preparation for Confirmation takes place during the sixth and seventh grade. Students continue their preparation during the fall of eighth grade leading up to Confirmation. Most preparation takes place during class, with additional information and important dates provided to parents throughout the year. Parent involvement in this preparation is essential.

Older Students. Families of older students who need First Reconciliation, First Holy Communion, and/or Confirmation should contact the DRE. Sacramental preparation will be determined individually based on the student's needs and prior formation.

St. Rose Confirmation Requirements.

- **Sacramental Preparation.** Candidates should participate in two years of confirmation class preparation in addition to the classes prior to Confirmation (these are mandatory).
- **36 hours of Community Service.** Candidates will need to document 36 total community service hours before they are confirmed. There will need to be 12 hours from each category: family, parish, community. Parents will be provided folders with additional information.
- **Saint Report.** This will be done during class time, or sent home at a specific time to complete.
- **Confession before Confirmation.** There will be a special Confession and Adoration time prior to Confirmation. The sponsor will be asked to attend. If the sponsor is unavailable, a parent/guardian may take his/her place.
- **Letter to Bishop.** Each candidate will write a letter in English or Spanish to the bishop requesting the Sacrament of Confirmation. This letter should include:

- Candidate's age, grade and school.
 - His or her confirmation name and why the name was chosen.
 - Why does the candidate want to be confirmed?
 - How does he or she need God's help with a problem or challenge?
 - How much time each day does the candidate pray and what does she or he do for daily prayer (Scripture reading, devotions, etc.)?
 - How does he or she plan to be a witness of faith and serve others.
- **Confirmation Name.** The candidate may choose a special name for Confirmation, or may use his or her baptismal name if it is a saint.
 - **Sponsor.** The candidate must choose a sponsor for Confirmation and complete the Sponsor Eligibility Certificate. The sponsor may be any fully initiated Catholic who is in good standing and active in the practice of their faith. A candidate's mother or father may not serve as the Confirmation sponsor. It is desirable for the godparent at Baptism to serve as Confirmation sponsor, which reflects the relationship between Baptism and Confirmation. The DRE is available to help students find an appropriate sponsor, if necessary.

Parent Partnership

Live the Faith. Attend Sunday Mass and Holy Days of Obligation and receive the Sacraments regularly.

Pray Together. Make prayer a regular part of family life and help children learn the prayers introduced in class.

Be Present. Support regular attendance and participate in parent meetings, sacramental celebrations, Masses and other important events.

Continue Formation at Home. Read program communications, talk with your child about what they are learning, and participate in occasional at-home activities.

Serve and Support. Volunteer when possible through teaching, classroom assistance, meals, snacks, events, or other program needs.

Grow in Your Own Faith. Continue learning and deepening your own relationship with Christ through Scripture, prayer, parish opportunities, and Catholic resources.

No family lives these things perfectly. What matters is continuing to grow together and allowing Christ to become more deeply part of everyday family life.

Donations

Our program is supported in part through the generosity of our parish community. We are deeply grateful for the many families and parishioners who help provide meals, snacks, and financial support throughout the year.

Food Donations

The parish provides some funding for snacks and meals throughout the year; however, parent and parishioner donations make these weekly meals possible.

Snacks & Dinners. If you would like to provide after-school snacks and drinks or evening dinners for our students, please sign up using the link provided through Flocknote. All paper products are provided by the parish.



Support the Food Fund. If providing snacks or meals is not an option for you, but you would like to contribute financially, use the QR code to donate to our “Religious Ed. Food Fund”.

Main Street Market Receipts

Please save all your Main Street Market grocery receipts for St. Rose Religious Education. For every \$100,000 in receipts we collect, Main Street Market will give our program \$1,000 back! There are boxes for collecting receipts in the back of church, the parish office, and the religious education building.

Guests & Visitors

Evangelizing is an important part of our Christian responsibility. We encourage all students to invite friends to our program! For safety reasons, we ask all visitors to sign in at the office before eating dinner and/or attending class. If possible, please inform the DRE of the visitor beforehand. This will allow catechists and leaders to prepare as needed.

Students are welcome to visit the program up to three times. After a third visit, we ask that the student be formally registered in the St. Rose Religious Education before attending again. This ensures we have the necessary information and permissions on file and can provide a safe and welcoming experience for every student.

Prayers for PreK—Confirmation

The following list of prayers was compiled in response to a request for guidance regarding the form of prayers to be taught, and the age level at which the students could be expected to commit the prayers to memory by the end of the school year. This list and schedule is meant to serve as a guide. Students should continue practicing prayers introduced in previous grades.

Preschool/Kindergarten/First Grade

- The Sign of the Cross
- Our Father
- Hail Mary
- Glory Be
- Grace Before Meals
- Guardian Angel Prayer

Second Grade

- Act of Contrition
- Prayer Before Communion
- Prayer After Communion

Third Grade

- How to Pray the Rosary
- The Mysteries of the Rosary
- The Fatima Prayer
- Prayer to St. Michael the Archangel

Fourth Grade

- Apostles' Creed
- Hail, Holy Queen

Fifth Grade

- Morning Offering

Confirmation

- Prayer to the Holy Spirit
- Gifts of the Holy Spirit
- Fruits of the Holy Spirit

St. Rose Dress Code, Conduct & Student Expectations

We want our program to be a welcoming, respectful, and safe environment where students can grow in their relationship with Christ and one another. We ask all students and families to help us create an atmosphere that reflects our Catholic faith and allows everyone to learn and participate fully.

Dress Code. The Catechism of the Catholic Church reminds us, “Modesty protects the mystery of persons and their love. Modesty is decency. It inspires one’s choice of clothing. It keeps silence or reserve where there is evident risk of unhealthy curiosity.” (CCC 2522)

Students are asked to dress in a manner that is appropriate, simple, and modest. We understand that many students come directly from school, work, sports, or other activities, and we strive to be reasonable and accommodating.

As a general guideline:

- Clothing should provide appropriate coverage. Crop tops, low-cut tops, spaghetti straps, very short shorts, sagging pants, muscle or mesh shirts, and pajama bottoms are not appropriate.
- Clothing may not display inappropriate or offensive messages, images, or advertisements, or content contrary to Christian values.
- Hats should be removed while inside the building.

If a student’s clothing is not appropriate for Religious Education, the student will report to the office and a parent/guardian may be contacted to provide appropriate attire. Missed class work may need to be completed.

Food & Drinks. Snacks and drinks are provided as part of our program. Please do not bring outside food or drinks into the building, with the exception of water bottles. If your child prefers or requires a different snack or meal, please have them eat before arriving.

Only water bottles are permitted in classrooms. Sodas, sports drinks, and other beverages should remain outside the classroom.

*Parents/guardians will have an opportunity during registration to provide information regarding food allergies, dietary restrictions, or other medical needs that may affect their child’s safety or participation in the program. Please notify the DRE if this information changes during the year.

Cell Phones & Electronic Devices. Cell phones must be silenced, and cell phones, AirPods, headphones, and other personal electronic devices must be placed on the

designated phone shelf in the classroom during class and other Religious Education activities unless a catechist or leader gives permission for their use. If a parent needs to reach a student during Religious Education, please contact the DRE.

Safety & Supervision. The safety of our students is a priority.

- Students must remain inside the building unless accompanied by a safety-trained adult.
- Students are not permitted in the Youth Group rooms, basement, or other designated areas without a safety-trained adult or leader present.
- If a student is ever alone or without appropriate adult supervision, the student should come directly to the Religious Education office.

Conduct & Respect. Our time together each week is limited and valuable. To create an environment where every student can learn, grow in faith, and encounter Christ, students are expected to conduct themselves with respect, responsibility, and reverence.

Students are expected to:

- Show respect to priests, deacons, catechists, leaders, volunteers, parents, and fellow students.
- Show respect for property, including the church, classrooms, parish facilities, and the belongings of others.
- Be responsible for their behavior, participation, work, and supplies.
- Participate respectfully in class discussions, activities, prayer, and Mass.
- Show reverence in the church and other sacred spaces.
- Follow the directions of catechists, leaders, and other responsible adults.
- Use words and actions that reflect the dignity of every person as a child of God.
- Remain with their class or designated group and follow all program safety and supervision requirements.

Behavior that is disruptive, disrespectful, unsafe, threatening, destructive, or contrary to these expectations is not permitted and will be addressed according to the St. Rose Discipline Policy. Catechists and leaders will first address ordinary classroom disruptions within the classroom. When necessary, a student may be removed from class and sent to the Religious Education office. Repeated or serious concerns will involve the DRE and the student's parent/guardian and may require a meeting or additional steps as outlined in the Discipline Policy.

Students in grades 6-12 and their parents/guardians are required to review and sign the St. Rose Youth Code of Conduct. Our goal in discipline is not simply to correct behavior, but to help our students grow in respect, responsibility, reverence, and Christian charity so that everyone has the opportunity to learn, participate, and grow in their Catholic faith.

St. Rose Discipline Policy

Our goal in discipline is to maintain a safe, respectful environment where every student can learn, participate, and grow in faith. Catechists and leaders will address the ordinary classroom disruptions with patience, consistency, and age-appropriate consequences. When behavior becomes repeated, serious, unsafe, or significantly disruptive to the learning environment, additional steps may be necessary.

- **First Concern.** Catechists/leaders will generally address ordinary classroom concerns directly with the student.
- **Continued Concerns.** If the behavior continues, the student may be removed from class and sent to the Religious Education office. A parent/guardian may be contacted, and missed work may need to be completed.
- **Repeated Concerns.** Repeated concerns may require a meeting with the student, parent/guardian, catechist/leader, and DRE. The pastor may be included when appropriate.
- **Ongoing Concerns.** If concerns continue after these steps, a parent/guardian may be required to attend class with the student. Additional consequences may be determined by the DRE and pastor when necessary.

Serious Misconduct. Some behaviors require immediate intervention and may result in a student being removed from class or an activity, a parent/guardian being contacted, or additional disciplinary action without following the usual progression above. These include, but are not limited to:

- Fighting, bullying, harassment, or inappropriate physical contact.
- Threatening, intimidating, or deliberately endangering another person.
- Possessing or using an object in a threatening or dangerous manner.
- Leaving the building, class, or designated area without permission.
- Theft or intentional damage to parish or personal property.
- Using vulgar, discriminatory, threatening, or seriously disrespectful language.
- Possessing or using tobacco, alcohol, drugs, or other prohibited substances.
- Other conduct that poses a significant safety concern or seriously disrupts the Religious Education program.

St. Rose Youth Code of Conduct

Grades 6-12

As a student of St. Rose Religious Education and a member of the Diocese of Cheyenne, I understand that my words and actions should reflect my Catholic faith and the dignity of every person as a child of God.

- I will reflect the Lord's command to Love neighbor as myself and calls for deep sensitivity and respect for others.
- I will uphold the teachings and beliefs of the Catholic faith, in my words, deeds and actions.
- I will always let the adult who is responsible for me know my whereabouts.
- I will immediately let an adult in charge know when I observe or know of something taking place that should not be.
- I will pay attention to whomever is talking. I will not backtalk nor hold side conversations.
- I will abide by all rules in the classroom, in the hall and at Mass.
- I will participate in all activities and discussions.
- I will not take another person's property without their consent.
- If I break something, I am responsible for its value or to replace it.
- I will not insult or bully anyone. I will treat them with the dignity of a child of God.
- I will dress modestly and follow the St. Rose Dress Code while attending Religious Education, Mass, and program events.
- **I will silence my cell phone and place my cell phone, AirPods, headphones, and other personal electronic devices on the designated phone shelf during class and other Religious Education activities unless given permission by a catechist or leader to use them.**
- I will only bring a water bottle to class. I will not bring any snacks or other drinks unless arranged with the catechist/leader.

I have read, understand, and agree to follow this Code of Conduct. I understand that failure to meet these expectations may result in removal from class or an event, parent/guardian contact, a meeting with the DRE and/or catechist/leader, or other consequences outlined in the Discipline Policy.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

St. Rose Attendance Policy

Students must be registered to attend classes. Please contact Megan Griggs via call or text at 402-750-1035 if you have any questions.

All classes will be held on Wednesdays.

- **Preschool—Grade 2 | 4:30-5:30pm.** Snacks served 3:50-4:30 pm.
- **Grades 3—Confirmation & Youth Group | 6:30-7:30pm.** Dinner served 6:00-6:30 pm.

Sacramental Preparation: Regular Attendance Required

First Reconciliation & First Holy Communion. Students preparing for these sacraments may not miss more than four classes during the school year. Parents/guardians will be contacted after three absences. Additional classes or make-up work may be required to ensure that students have completed the necessary preparation.

Confirmation Preparation. Confirmation preparation takes place during sixth and seventh grade. Students may not miss more than four classes during each year of preparation. Parents/guardians will be contacted after three absences. Additional classes or make-up work may be required when absences interfere with necessary preparation.

Students preparing to receive Confirmation must attend the designated Confirmation classes held during the fall of eighth grade. These classes are mandatory. Any missed class will require make-up work or additional preparation as determined by the DRE.

Thank You

We are so grateful to have your family as part of St. Rose Religious Education. We hope that throughout the year, your family grows closer to Christ, feels at home in our parish community, and knows that you truly belong here. It is a blessing to walk together in faith as we help one another toward our ultimate goal—Heaven!