

**ST. MADELINE PARISH RELIGIOUS EDUCATION PROGRAM
500 TOME STREET ~ RIDLEY PARK, PA ~ (610) 583-6120**

“Education in the faith by the parents should begin in the child’s earliest years. This already happens when family members help one another to grow in faith by the witness of a Christian life in keeping with the Gospel. Family catechesis precedes, accompanies, and enriches other forms of instruction in the faith. Parents have the mission of teaching their children to pray and to discover their vocation as children of God. The parish is the Eucharistic community and the heart of the liturgical life of Christian families; it is a privileged place for the catechesis of children and parents.”

Catechism of the Catholic Church (2226)



St. Madeline PREP Classes begin in mid-September and conclude in mid-May.

Children who are three to five years of age meet for Sunday School during the 10:00 a.m. Mass in the Church Hall.

Children in Levels 1 through 6 meet on Tuesdays from 4:00 to 5:30 p.m. in SMSR School.

Sacrament Guidelines

The Sacraments of Reconciliation and Holy Eucharist are administered to children in Level 3.

The

Sacrament of Confirmation is administered to children in Level 6.

St. Madeline parishioners are expected to receive religious instruction in our home parish. However, if the pastor permits attendance at religious instruction at another parish, sacraments must still be received at the home parish of St. Madeline.

Please read below to find the following information about St. Madeline PREP:

- ~Parent/Student Handbook
- ~PREP faculty and staff
- ~Calendar for 2009-2010

PARENTAL INVOLVEMENT

Regarding their children's religious education, parents should be prepared to:

- be examples of faith in action lived out within family life in the home
- ensure that the family attends Mass together on a weekly basis and participates in other parish/private devotional practices
- assist in homework assignments and test preparation
- discuss lessons with the child
- ensure that the child is prepared for PREP class each week
- communicate with the child's catechist whenever necessary
- attend PREP meetings, open houses, and any activities related to Sacrament preparation
- participate in PREP liturgies

Please note: Parent volunteers are needed throughout the PREP school year as aides, substitutes, or office help, for example. Call the PREP Office if interested.

REGISTRATION

Registration is held from early spring through late August. More detailed information is published in the weekly Parish Bulletin. To register **new** students, the following items are needed:

- ~ Registration in St. Madeline Parish
- ~ Baptism certificate, unless baptized at St. Madeline Church
- ~ Copy of student's permanent record card from previous PREP or parochial school, including dates of sacraments already received

HOURS OF INSTRUCTION

Elementary Levels 1 through 6 attend class in Saint Madeline-Saint Rose School **every Tuesday from 4:00 to 5:30 p.m.** Children are permitted to enter the school via the schoolyard gym entrance **no earlier than 3:45 p.m.**, when adult supervision will be in place. Classes will begin **promptly at 4:00 p.m.**

ARRIVAL

When dropping off children before the start of class, enter the school parking lot from the Rodgers Street entrance only. Flow of traffic must always move to the right in the parking lot area. The parking lot will be monitored by adult volunteers. Children are to exit the car at the point designated by the adult monitor. Please exit the parking lot by making a right hand turn onto Rodgers Street. **No parking is permitted in the lot at dropoff time, and no traffic is permitted behind the school building at any time! These restrictions are necessary to safeguard the safety of our children. The schoolyard gym door will be locked at 4:10 p.m.**

LATE ARRIVAL

Since the time of our PREP sessions is so limited, it is extremely important that students arrive in enough time to line up in the gym and be ready to leave for class with the group. **In case a situation arises which causes a student to arrive late (after 4:10 p.m.), a phone call must be made to the PREP Office to arrange for entry through the main doors on Tome Street.** A student who arrives late is required to go to the PREP Office to receive a late pass. (S)he will be escorted to the classroom by an aide. Repeated incidences of lateness will result in the parent being contacted by the Coordinator of Religious Education to discuss ways to rectify the situation.

DISMISSAL

Dismissal takes place at 5:30 p.m. Doors will remain locked until 5:25 p.m.

In the rare event that early dismissal is necessary, the parent must telephone the PREP Office or send a note before the start of class to arrange for entry into the building before 5:25 p.m. The parent will report to the PREP Office to meet the child. If a child becomes ill during PREP class, the parent will be telephoned and may meet the child in the PREP Office.

At dismissal time, parents of children in Levels 1 through 3 must enter the gym to pick up their children. The teacher must be informed before the child is removed from line.

Levels 4 through 6 are permitted to exit the building on their own provided that written permission to do so has been given to the teacher. These children will exit the building through either of the two doors (Tome Street or playground) before the gym entrance. Written permission is also needed for a child in Levels 4 through 6 to pick up a student in Levels 1 through 3.

ATTENDANCE

The importance of regular attendance at weekly PREP classes cannot be overstated.

*****ST. MADELINE PREP ATTENDANCE POLICY*****

~ALL ABSENCES MUST BE REPORTED TO THE PREP OFFICE (610 583-6120) ON THE DAY OF ABSENCE

~ OR ~

~ A NOTE EXPLAINING THE REASON FOR ABSENCE AND SIGNED BY THE PARENT MUST BE SENT TO THE PREP OFFICE UPON THE CHILD'S RETURN TO PREP CLASS

~ AND ~

~ YOUR CHILD MUST COMPLETE ANY MISSED WORK GIVEN TO HIM OR HER BY THE PREP TEACHER UPON THE CHILD'S RETURN TO CLASS.

Qualifications for perfect attendance include no late arrivals after 4:10 and no early dismissals before 5:15.

ILLNESS

When a child is kept home from his or her school, it is preferred that the child remain home from PREP that afternoon as well. Further, we ask if your child has any illness that is easily transmitted to others, please keep your child at home.

PREP follows the Ridley School District's "No Nit, No Lice" Policy. This policy which states that a child who is found to have lice or its eggs is asked to remain at home until the child has been treated and there is no evidence of lice. This determination will be made by the child's school nurse.

EMERGENCY SCHOOL CLOSING

Regarding cancellation of PREP classes due to weather or other emergency situations:

- There is no PREP class if Saint Madeline-Saint Rose School is closed that day or dismisses early (school closing number 485).
- PREP office phone number can be checked for voice message concerning closing.
- ***Our emergency closing number is 3485.*** Listen to KYW 1060 on your radio or go online to www.kyw1060.com .

DISCIPLINE

Students are required to respect and obey those who supervise them, and to demonstrate an attitude of respect and love toward one another at all times as befits their status as Christian children of God. Students are expected to comply with the teacher's directives in the classroom, to respect school property, and to behave in accordance with all PREP policies to ensure a safe, positive faith experience for all. Violations will be dealt with according to their severity and with the sole objective of correcting the problem behavior. In case of repeated infractions should these efforts fail:

- A discipline notice will be mailed to the student's home. **In order for the student to be readmitted to class, the form must be signed by the parent(s) and returned to the teacher.**
- A second discipline notice will result in a meeting with parent(s), student, Coordinator of Religious Education, and teacher, to be held immediately following the next class.
- Any subsequent infraction will result in suspension from class. Failure to demonstrate significant improvement in behavior will result in dismissal from the program. Appeals may be directed to the pastor.

EVALUATION

Progress reports are issued three times each year. Teachers or parents may request a conference at any time during the school year.

REST ROOMS

Children are encouraged to use the bathroom before they come to class. Rest rooms in the school should be used only when absolutely necessary. If a medical problem necessitates more frequent use of the bathroom, the parent must notify the teacher in writing. Use of the facilities during class takes important time away from instruction.

St. Madeline Parish Religious Education Program
Faculty ~ 2009 – 2010

Pre-K &K Lisa Strehlau
Lisa McGlashen

1-4 Patricia Campbell
1-5 Ruth Fechtelkotter
1-6 Gerri Russo

2-3 Kathleen Alosi
2-7 Marie Sharkey
2-8 Dianne Hilferty

3-19 Barbara Beaumont
3-20 Denise Flavin
3-21 Karen Strazdus

4-9 Nancy McFate
4-17 Theresa Cavicchio

5-11 Cathy Fletcher
5-12 Michelle O'Brien

6-10 Mary Carney
6-13 Pam Wingate

Substitutes

Rita Ropski (aide)

Stephanie Cantwell

Office Staff

Dawn Kramer

Janet Dolan

Parking Lot Monitors

Lynn Butler

Christina Heppard

Classroom Aides

Mary Brennan (4)

Emma Brooks (1)

Karen Daly (2)

Joy Finnegan (1)

Kathleen Hodges (1)

Kaitlyn Kramer (2)

Theresa Mailloux (5/6)

Diane Raspanti (1)

Donna Williams (2)

Georgia Ziemba (2)

Kimberly Graci

PREP CALENDAR FOR 2009 – 2010

~ All dates are subject to change as determined by circumstances.

- September
- 15 Opening of regular classes for Levels 1 through 6, 4:00 p.m.
NOTE: No parking lot use! Enter and exit through the Tome St. doors (main front center or Rodgers St. end)
 - 15 PREP Parent meeting, 7:00 p.m., Church Hall
 - 22 Regular classes Levels 1-3; arrive at school, dismiss from school
Confessions Levels 4-6; arrive at church 4:00, dismiss from school 5:30
 - 27 Family Mass, 11:30 a.m.
 - 29 Opening Mass – All Levels arrival Church 4:00, dismissal school 5:30
- October
- 06 Regular classes
 - 13 Regular classes
 - 15 Sacrament Workshops (PARENTS ONLY), 6:30 p.m., Parish gym
 - 18 Centennial Closing Mass, 3:00p.m., Church
 - 20 Regular classes
 - 25 Family Mass, 11:30 a.m., Church
 - 25 through 27, Parish Forty Hours; opens at 11:30a.m. Mass Sunday
 - 27 Regular classes and Adoration Levels 3 – 6
- November
- 03 NO PREP CLASSES
 - 08 Recognition Mass Penance & Eucharist Candidates, 11:30, Church
 - 10 Regular classes
 - 11 Confirmation practice, 3:00 – 5:00 p.m., Church
 - 12 Confirmation practice and confessions, 3:00 – 5:30 p.m., Church
 - 15 Mass, Confirmation sponsor practice & retreat, 11:30 a.m., Church
 - 17 Regular classes
 - 19 Sacrament of Confirmation, 4:00 p.m., Church
 - 24 Regular classes; Thanksgiving prayer service in gym; Progress Reports
 - 26 HAPPY THANKSGIVING!
 - 29 Family Mass, 11:30 a.m., Church
- December
- 01 Regular classes
 - 08 NO PREP CLASSES Immaculate Conception – Holyday of Obligation
 - 15 Regular classes Levels 1-3; arrive at school, dismiss from school
Confessions Levels 4-6 (arrive at Church 4:00, dismiss at school 5:30)
 - 22 PREP Mass – All Levels arrive at Church at 4:00, dismiss from
Church Hall at 5:30, following social
 - 25 MERRY CHRISTMAS! Classes will resume on January 5, 2010!
 - 27 Family Mass, 11:30 a.m., Church

- January 01 HAPPY NEW YEAR! Solemnity of Mary – Holyday of Obligation
 05 Regular classes resume
 12 Regular classes; Protecting God’s Children lesson NOTE: No gym use!
Arrive and dismiss from classrooms (enter and exit through main
 doors on Tome Street)
 17 Recognition Mass for Confirmation Candidates, 11:30 a.m., Church
 19 Regular classes
 21 Parents’ meeting for Confirmation Candidates, 7:00 p.m., Church Hall
 26 Regular classes
- February 02 Regular classes
 09 Regular classes
 16 Regular classes; Progress Reports distributed
 17 Ash Wednesday – Lent begins
 23 Regular Classes
 28 Family Mass, 11:30 a.m., Church
- March 02 Regular classes
 04 First Penance, 7:00 p.m., Church
 09 Regular classes; Protecting God’s Children lesson
 16 Regular classes
 23 Confessions and Stations of the Cross; All students arrive at Church
 4:00, dismiss from school 5:30
 28 Family Mass, 11:30 a.m., Church
 30 NO PREP CLASSES – Easter Break
- April 04 JESUS IS RISEN! HAPPY EASTER!
 06 Regular classes
 13 Regular classes
 20 Regular classes
 25 Family Mass, 11:30 a.m., Church
 JESUS DAY for First Holy Communion candidates & parents 11:30 – 3:00
 27 First Communion practice, 12:30 to 2:30 p.m., Church
 27 Regular classes EXCEPT NO CLASS FOR LEVEL 3 ONLY
 28 First Communion practice & confession, 3:00 to 5:15 p.m., Church
- May 01 First Holy Communion Mass, 10:00 a.m., Church
 03 Parish May Procession – Attendance is mandatory! All Levels
 arrive at school at 6:30 p.m.
 04 NO PREP CLASSES
 11 PREP Closing Mass – Progress Reports and certificates distributed;
 All Levels arrive at 4:00 p.m., Church
 30 Family Mass, 11:30 a.m., Church
- June 21 through 25 – Vacation Bible School, 9:00 a.m. to 12:00 p.m.,
 ages 4 through 8, Spiritual Life Center ~ COME JOIN US!