

# *St. Joseph of Cupertino Catechetical Ministry*

May 2016

Dear Families,

***The community of St. Joseph of Cupertino welcomes you to our Catechetical Ministry program!*** We share your desire to lead the children to know the Lord and to appreciate the riches of our Catholic tradition. We know that the primary role in the religious formation of your children is the role your family plays simply by being a Christian family. Our program seeks to recognize that truth and to support you in that endeavor. Working together, we hope to offer the very best in religious formation for your children. In this letter, we will explain the key components of our philosophy, our sacramental preparation program, and our general registration guidelines and procedures.

## **CATECHETICAL MINISTRY PHILOSOPHY**

A key component of our Catechetical Ministry philosophy is that of ***life-long learning***. As a Restored Order parish, we recognize that the sacraments are beautiful gifts to open us to new understandings and opportunities for growth, rather than ends in and of themselves. Each school year, our program focuses on a different aspect of our Catholic Christian tradition, building heavily on what has been explored in previous years, and digging deeper as is warranted by the child's growing abilities. Further, this parish offers High School Youth Ministry and a robust Adult Faith Formation program.

## **LIFE-LONG LEARNING**

In order to reinforce this understanding of life-long learning, ***all families enrolled in our catechetical program remain enrolled from year to year unless we are notified otherwise***. As a result, if there are any changes in your address, phone number, etc., please stop by the office to provide us with those changes as soon as they occur. Also, because faith formation of children is one of our primary concerns, please do not allow financial concerns to prevent their attendance. Simply notify us if a year comes up when you require financial assistance and we will make arrangements.

## **COMMUNITY WORSHIP**

Another component of our program is to lead our families to worship with the larger parish community. We provide an Early Childhood Program for 3 year olds through kindergarten to allow young families to more easily worship with their older children at the 9:30am Mass. We also provide Children's Liturgy of the Word at the 9:30am Mass, to allow the older children at Mass to experience and explore the Scripture readings at their own developmental level. The catechetical program is offered from 9:20am-10:30am for 3 year olds through kindergarten and 10:50am-12noon for grades 1 through 6. Children in grades 7 & 8 will meet separately on Wednesday evenings from 7:30pm-8:45pm. ***The expectation of the Pastor and Parish staff is that***

**children in grades 1 and up will be attending Mass weekly in addition to their Catechetical Session. Please do not drop your children at class and go to Mass alone.** The community needs the vitality of its young people in order to remain fresh and alive. The Eucharist is the core of our belonging to our Catholic community, and we need to worship in communion with our young people.

### **SACRAMENTAL PREPARATION PROGRAM**

As mentioned earlier, St. Joseph of Cupertino is a Restored Order parish. This means that prior to their reception of First Eucharist, our children complete their initiation through the sacrament of Confirmation. As a Restored Order parish, our theology of Confirmation is one of pure gift to which we are responding with desire and gratitude, exhibited by continued faith formation and celebration of the sacraments of Eucharist and Reconciliation. Children in grades 3-8 who have already celebrated their First Eucharist, may also be brought forward for the Sacrament of Confirmation. ***Families wishing to bring their children to our Sacrament Preparation Programs must be able to:***

- Supply a copy of the children's baptismal certificate
- Attend **all** parent meetings, family meetings, and family retreats
- Commit to spending focused time preparing their children for the sacrament(s)
- Celebrate mass weekly with their children

Per our Sacrament policy, children going into grade 2 in the fall will be placed in grade 1 if they never attended a catechetical program before. If they have attended grade 1 at another parish, families are asked to provide a letter from the director/coordinator of that parish before the child can be placed in grade 2. Children in grade 3 and older who have not celebrated First Eucharist will take part in the Sacrament Preparation through the RCIA for children with Janice LaMotte and will be fully initiated at the Easter Vigil.

## REGISTRATION GUIDELINES AND PROCEDURES

Because registration is on a *first-come first serve basis*, you are advised to return the attached forms as soon as possible. Early registration helps us plan for next year. ***You will be invoiced in late August.*** It is our policy that students be enrolled in the same grade level as they are in public school. Children entering the 3-year-old program should be 3 years old by September 1 of the current year and be toilet trained. Please be careful marking your Registration Form as to the grade level your child will be attending in fall, 2016. Your child will be placed in the grade level you indicate on the form. Be sure to complete the **Emergency and Video/Photo Release Forms** and return it along with the **Registration Form**. ***By Diocesan policy, your child cannot be placed in a class until we have an emergency form on file.***

New families will schedule a time convenient to them and the director to meet before sessions begin (this interview allows the director to meet with families one on one and get to know them better). There will also be an important and informative **New Family Meeting** in September. At this meeting, you will receive a copy of the **Family Handbook** for your reference, and any remaining questions you might have will be answered. We will send a Family Newsletter in late August detailing our calendar for the upcoming year. If you have any questions, do not hesitate to call the Catechetical Office at 252-7653, x60. May God bless your family as you explore how best to form your children in the Catholic faith tradition.

Yours in Christ,

Tam Tran  
Director of Catechetical Ministry

### SUNDAY MORNING/WEDNESDAY EVENING CATECHETICAL FEES

YOU WILL BE INVOICED IN LATE AUGUST UNLESS YOU REQUEST FINANCIAL AID

\$100.00 -----One child  
\$130.00 -----Two children  
\$160.00 -----Three or more children

### SACRAMENTAL PREPARATION FEE

YOU WILL BE INVOICED WHEN YOU REGISTER FOR THIS PROGRAM IN OCTOBER

\$40.00 -----Restored Order Fee  
(Reconciliation, Confirmation & First Eucharist)  
\$40.00 -----Confirmation Only Fee (Grades 3-8 only)

### SUNDAY CLASS TIMES:

9:20 a.m. - 10:30 a.m.	3-year olds through Kindergarten
10:50 a.m. - 12:00 noon	Grades 1 - 6

### WEDNESDAY CLASS TIME:

7:30 p.m. - 8:45 p.m.	Grades 7 - 8
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## St. Joseph of Cupertino Catechetical Ministry 2016-2017 REGISTRATION

FAMILY NAME \_\_\_\_\_ Home Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Primary Contact E-mail address \_\_\_\_\_

Family is registered at: St. Joseph of Cupertino Parish \_\_\_\_\_ Other (List) \_\_\_\_\_

	Father	Mother	Guardian
<b>First Name</b>			
<b>Last Name</b>			
<b>Religious Denomination</b>			
<b>Marital Status (circle one)</b>	Married Widowed	Divorced Single	Married Widowed
<b>Personal Email</b>			
<b>Occupation</b>			
<b>Work Phone</b>			
<b>Cell Phone</b>			
<b>Relationship to child</b>			

Child(ren) Enrolling	Child 1	Child 2	Child 3	Child 4
<b>First Name</b>				
<b>Middle Name</b>				
<b>Last Name</b>				
<b>Birth Date</b>				
<b>Gender (M/F)</b>				
<b>School Grade</b> (in fall 2016)				
<b>School Attending</b>				
<b>Baptism Date</b>				
<b>Baptism Location</b>				
<b>Food Allergies</b>				
<b>Specify any learning programs your child participates in.</b>				

List other Children in family and birth dates: \_\_\_\_\_

<b>Sunday</b> <b>9:20 – 10:30 a.m.</b>	<b>Sunday</b> <b>10:50 – 12:00 Noon</b>	<b>Restored Order Prep.</b> <b>Confirmation &amp; First Eucharist</b>	<b>Sacramental Prep.</b> <b>Confirmation Only</b>
3-yr-old _____	Grade 1 _____ Grade 4 _____	Grade 2 _____ Grade 6 _____	Grade 3 _____ Grade 6 _____
4-yr-old _____	Grade 2 _____ Grade 5 _____	Grade 3 _____ Grade 7 _____	Grade 4 _____ Grade 7 _____
Kinder _____	Grade 3 _____ Grade 6 _____	Grade 4 _____ Grade 8 _____	Grade 5 _____ Grade 8 _____
	<b>Wed: 7:30pm</b> JH _____	Grade 5 _____	

<b>*For Office Use Only</b>	
Date of Registration _____	Date of Family Interview _____
Date Paid _____	Amt. Paid \$ _____ Check No. _____

\_\_\_\_\_ I request Financial Aid -- Full/ Partial  
(Circle One)  
\_\_\_\_\_ Payment Included \_\_\_\_\_ Please bill me

**ST. JOSEPH OF CUPERTINO CATECHETICAL MINISTRY  
EMERGENCY INFORMATION AND MEDICAL RELEASE FORM  
2016-2017**

**Family Name** \_\_\_\_\_ **Home Phone** \_\_\_\_\_

**Street Address** \_\_\_\_\_ **City, State, Zip** \_\_\_\_\_

**Primary Email** \_\_\_\_\_

Please list name(s) of **all** children attending

	<b>Child 1</b>	<b>Child 2</b>	<b>Child 3</b>	<b>Child 4</b>
<b>Name</b>				
<b>Food Allergies</b>				
<b>Medications</b>				
<b>Special Health Problems</b>				

<b>Name</b>	<b>Father:</b>	<b>Mother:</b>
<b>Work Phone</b>		
<b>Cell Phone</b>		
<b>Address</b> (if different from above.)		

In the event a parent cannot be reached, please list the names, relationships, addresses, and telephone numbers of two local persons, other than parents, whom you authorize to assume custody of your child in case of an emergency or disaster. Please select people who are close to St. Joseph of Cupertino.

	<b>Emergency Contact 1</b>	<b>Emergency Contact 2</b>
<b>Name</b>		
<b>Relationship</b>		
<b>Phone</b>		
<b>Address</b>		

**Insurance** \_\_\_\_\_ **Policy #** \_\_\_\_\_

**Physician** \_\_\_\_\_ **Address** \_\_\_\_\_ **Phone** \_\_\_\_\_  
**Dentist** \_\_\_\_\_ **Address** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Preferred Hospital to take child to:** \_\_\_\_\_

In case of minor illness or injury, first aid will be administered. If serious illness or injury occurs, we will attempt to notify the parent/guardian. If we are unable to reach you, we must have the following authorization signed. "I authorize any duly licensed physician or surgeon to administer necessary treatment to my child."

**Signed** \_\_\_\_\_ **Relationship** \_\_\_\_\_ **Date** \_\_\_\_\_

**VERY IMPORTANT: PLEASE INFORM US OF ANY CHANGES IN THIS INFORMATION THAT OCCUR DURING THE YEAR.**

# VIDEO/PHOTO RELEASE

I hereby **grant permission / do not grant permission** (*circle one*) to St. Joseph of Cupertino Church to videotape/ photograph my child and without limitation, to use such photos, videos and/or stories in connection with any of the work of St. Joseph of Cupertino Church without consideration of any kind, and I do hereby release the parish, the Pastor, the parish employees and volunteers from any and all claims whatsoever which may arise in said regard.

St. Joseph of Cupertino Catholic Parish agrees that only the student's picture, art, voice, verbal statements, portraits (video or still) shall only be used for public relations, public information, parish promotion, publicity, and instruction. St. Joseph of Cupertino Catholic Parish further agrees that children under the age of 18 years who appear in a photograph or video will not be identified by any personal details such as name, address (e-mail or postal), telephone or fax numbers, or classroom assignment.

St. Joseph of Cupertino Catholic Parish will immediately comply with any request by a parent or legal guardian for the removal of specific photographs featuring their child or references to their child's name. Keep in mind that St. Joseph of Cupertino Catholic Parish has no control over media/pictures/statements which are taken by anyone other than our parish employees and volunteers.

Student and Parent/Guardian understand and agree that photos, videos and/or student statements may be used in subsequent years.

If the Student and/or Parent/Guardian wish to rescind this agreement they may do so at any time with written notice.

Child's Name: \_\_\_\_\_ Effective Date of Agreement: \_\_\_\_\_

Print Name of Child

Print Name of Child

Print Name of Child

Print Name of Child

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Signature of Parent or Guardian