

**Holy Spirit Catholic Community  
Religious Education and Confirmation  
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# Welcome to Holy Spirit Catholic Community Religious Education and Confirmation Handbook for Grades 1-9

## Family Expectations for Grades 1-9



Our family will:

- be kind and welcoming to all
- participate in the celebration of mass each Sunday
- seek out opportunities to pray and eat meals together
- share our God-given talents, gifts, and strengths to the service of all
- use the textbooks to reread the chapter to help foster discussions about our faith
- to the best of our ability attend the scheduled sessions
- participate in the life of the parish

## Registration

Thank you for your interest in the Religious Education Program at Holy Spirit Catholic Community. Working together church and families can raise kids with a living faith. To get started, your family should become members of Holy Spirit Catholic Community, then enroll your child/ren in the Religious Education Program.

### **To successfully register your child/ren for the Religious Education/Confirmation Program:**

- all online forms must be submitted
- payment in full is received in the RE Office
- a Baptismal Certificate is received if you have a child preparing for First Eucharist or Confirmation.
- If your child was baptized at Holy Spirit Catholic Community this step is not necessary.



**Location for Sessions and Day and Time:**

Grades 1-8 All Saints Catholic Academy, 1155 Aurora Ave Naperville  
Sunday 4:00-5:15 pm or 6:00-7:15 pm

Grade 9 Holy Spirit Catholic Community  
Generally the 1st or 2nd Sun. of Oct./Nov./Dec. 6:30-8:00 pm

**Registration Fees**



**Early Bird Special** - \$50.00 off the fee when registration is completed and payment is made during the first month.

<b>Registration Fee:</b>		<b>Catechist's Fee for Teaching 1 class</b>	<b>Catechist's Fee after June 15</b>
One child (Grades 1-9)	\$280	\$80	<b>\$130</b>
Two children (Grades 1-9)	\$405	\$205	<b>\$255</b>
Three or more children (Grades 1-9)	\$505	\$305	<b>\$355</b>

**Sacramental Fee**

A Sacramental fee of \$75.00 will be collected for the Celebration of Reconciliation and Eucharist at a time closer to the actual date.

A Sacramental fee of \$75.00 will be collected for the Celebration of Confirmation at a time closer to the actual date.

**Refund of Registration Fees**

Before Sessions begin: Full refund of registration fee or sacramental fees paid

After Sessions begin: No refund of registration fee or sacramental fees paid

If a person indicates at registration they will be a catechist and then for any reason cannot teach, the registration fee or sacramental fee is to be paid in full prior to general placement of their child in a class. The fee schedule for catechists does not apply to other volunteer positions or Home Study.

## Home Study

Every child and family situation is different. If for some reason the traditional classroom does not meet your needs, you may want to consider the Home Study option. Home Study is an option for Grades 3-6. Online chapter reviews completed by the child are required and serve as a tool of accountability. Parents new to this program are required to attend a parent meeting at the beginning of the year.

The registration fee is the same for Home Study as for children attending RE Sessions at All Saints Catholic Academy.

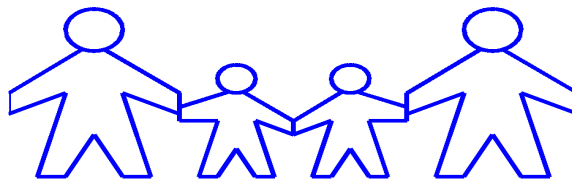
## Home Study Program Expectations for Grades 3,4,5,and 6 are available

1. Parent and Child complete sessions at home
2. Submit online assessments
3. Family attends one Service Project, Parish Event or Family Event at HSCC



## Special Needs

It is essential that any special needs be mentioned on the Registration Form. When notified of different learning styles, hearing impairment, vision impairment, speech concerns, behavioral issues, physical needs, etc., we are then able to attempt to meet the needs of the student. Most of our catechists are not professional educators and will need your assistance to help your child.



# Religious Education Family Expectations

## Family Expectations—Grades 3-6

### **3SOAR through 6SOAR**

Student attend 12 sessions at ASCA

Families complete the online **Family Chat@ Home**

Family attend two Service Projects, Parish Events, Liturgical Minister Role\* or Family Events at HSCC

\* Greeter Family, Lector, EME, Altar Server, or Choir Member

## Family Expectations - Sacramental Grades 1-2 and Grades 7-9

### **1SOAR—Prerequisite for Celebrating Reconciliation and Eucharist**

Student attends 12 sessions at ASCA

Family attends Grade Level Mass at HSCC

Parent attends Parent Meeting at HSCC

### **2SOAR—Preparation for Reconciliation and Eucharist**

Student attends 12 sessions at ASCA

Family attends Grade Level Mass at HSCC

Parent and Child attends one Reconciliation and one Eucharist Retreat at HSCC

Parent attends Sacramental Meeting at HSCC

### **7SPARK - Prerequisite for Celebrating Confirmation**

Student attends 12 sessions at ASCA

Family attends masses and completes the online **Mass Chat@ Home**

Student serves at one HSCC parish event with RE Group

Parent and student attend one Retreat at HSCC

### **8IGNITE—Preparation for Confirmation**

Student attends 12 sessions at ASCA

Student and sponsor completes online **Sponsor Chat@ Home**

Student completes 10 hours of Direct Service in the Community

Parent and student attend one Retreat at HSCC

### **9FLAME—Preparation for Confirmation**

Student attends 3 sessions at HSCC—Parent and Sponsor each attend one

Student attend one Retreat at HSCC

## Volunteer Opportunities



One of the Holy Spirit Catholic Community family expectations is to share our God-given talents, gifts, and strengths to the service of all. Each family is asked to volunteer to help in the Religious Education in at least one of the following ways.

### **Catechist**

Leads Religious Education sessions for children in Grades 1-8. Ongoing training provided through a variety of grade level meetings and diocesan workshops. Catechists are needed on Sundays at 4 or 6 pm.

### **Hall Monitor**

Sit in the hallways to help monitor children arriving and leaving classrooms. Occasionally help with special projects during class time. Hall monitors are needed on Sundays at 4 or 6 pm.

### **Weekly Clerical Work**

Help prepare classroom supplies for our religious education sessions. Prep work will be completed at Holy Spirit Catholic Community or can be taken home. Volunteers may choose to help once a week, twice a month, or once a month. A meeting will be scheduled for more information and to set your schedule.

### **Event Help**

Help out by planning, facilitating, setting up or cleaning up at the Advent or Lenten Family Events, retreats or Sacramental Retreats.

### **Catechist Resources**

- Lesson plans and Leader's Guides are provided for each grade level.
- In Grades 1-6 the weekly worksheets, projects, and games will be provided.
- Grades 7 and 8 uses a video based program with a student workbook. All the prayers, discussion questions, and games will be provided.
- Grade Level Catechist Trainings provide opportunities to network with other catechists and receive resources to help enrich each session.



## Sacraments

### Baptism

Baptism is a Sacrament of Initiation into the Catholic Church, the beginning of new life in Christ. All children enrolled in the Religious Education Program should be baptized. Older children can also receive instruction and receive the Sacrament of Baptism either as part of the Religious Education Program or as part of the RCIA Program. Call 630.922.0081x234 or email [rcia@hsc.us](mailto:rcia@hsc.us) for more information.

### First Reconciliation

Reconciliation is a sacrament that requires a fundamental understanding of right and wrong. This sacrament celebrates the continual forgiveness God extends to us.

In Second Grade, the students will come together to receive the sacrament at a First Reconciliation Service. It is a requirement to be enrolled in the Religious Education Program for one year before he/she is able to receive the Sacrament of Reconciliation.

### First Eucharist

In the Sacrament of Eucharist, Catholics have an understanding that the Eucharist is not just ordinary bread and wine, but the body and blood of Christ, the real presence of Jesus Christ, with the potential to transform both the individual and the community.



After first reception, frequently celebrating the Eucharist becomes a way for Catholics to deepen their lifelong initiation into Christ's life, death and resurrection.

In Second Grade, the students will come together to celebrate their First Eucharist at a mass in the Easter Season.

### Confirmation

In Confirmation we receive the fullness of grace received at our Baptism and the gifts of the Holy Spirit enabling us to live new life in a public way, bearing testimony to the grace of God alive within us.

Confirmation is a two year program of preparation starting in Grade 8 with students receiving the sacrament in their freshman year. Students above Grade 9 desiring to be confirmed should call 630.922.0081x234 or email [rcia@hsc.us](mailto:rcia@hsc.us) for more information.



### RCIA

The Rite of Christian Initiation for Adults is the process by which older children and adults prepare to receive the Sacraments of Initiation (Baptism, Confirmation and Eucharist) through a period of formation and study in the faith. The three Sacraments of Initiation are celebrated together at the Easter Vigil.

Older children who are not baptized can receive the Sacrament of Baptism as part of the RCIA process with other family members who are seeking to enter the Catholic Church.

# Religious Education and Confirmation Curriculum

## Curriculum

Holy Spirit Catholic Community Religious Education Program uses a variety of publishers and textbooks to best meet the needs of each grade level.

**Grade 1**—Builds a strong foundation on God.

**Grade 2**—Students use textbook and videos which are available for the family to watch at home as they prepare for the sacraments of Reconciliation and Eucharist.

**Grades 3-5**—The Bible is the main textbook along with a resource handbook and weekly activity booklets as they learn about following Jesus in their lives.

**Grade 6**—The Bible is the main textbook as they learn about people of the Old Testament and the life of the Saints.

**7SPARK**—Students use a video based program with workbooks to learn about Salvation History and the Mass.

**8IGNITE**—Students use a video based program with textbook to prepare for the Sacrament of Confirmation.

**9FLAME** students continue with Confirmation Preparation with their catechists and professional speakers.

## Textbooks:

- *Finding God: Our Response to God's Gifts* Grade 1
- *Blessed: Reconciliation and Blessed: Eucharist* Grade 2
- *Discover! Finding Faith in Life and The Catholic Children's Bible* Grade 3-5
- *Break Through Bible* Grade 6
- *Encounter, Experiencing God in the Everyday* Grade 7
- *Altaration, The Mystery of the Mass Revealed* Grade 7
- *Chosen, Your Journey Toward Confirmation* Grade 8

## Grade Level Focus:

Grade 1: God: God Found Everything Good

Grade 2: Jesus: Sacramental Preparation for Reconciliation and Eucharist

Grade 3: The Church

Grade 4: Morality: Covenant, Beatitudes & The Ten Commandments

Grade 5: Sacraments: The Bread of Life

Grade 6: The Bible

Grade 7: The Bible and the Mass

Grade 8: Confirmation

Grade 9: Confirmation





## Service Requirements for Grades 1-8

<b>1-2SOAR</b>	Service at home with the family
<b>3-6SOAR</b>	A charitable group is chosen each year and all the grades earn money to support this organization.
<b>7SPARK</b>	Service at one parish event at HSCC with the student's RE group
<b>8IGNITE</b>	10 Hours of Direct Service in the Community



### **3-6SOAR—Participate in one Service Project or Parish Event at HSCC**

There will be opportunities for families to come to HSCC to work on a service project.

### **7SPARK—Participate in one HSCC Parish Event**

Your student's 7SPARK catechist will choose a parish event at Holy Spirit Catholic Community. The catechist will communicate the date and time of this event to the parents. This is a **required** service project.

### **8IGNITE—Direct Community Service**

Students are **required** to perform 10 hours of direct service, which indicates doing work directly with the population one is serving, such as feeding, teaching, handing out clothing, etc. Use the Corporal Works of Mercy as a guide of who needs help.

The intent of including this aspect into the Confirmation Program is to challenge our students to spend time with the recipient of their service. As a result, indirect activities like selling raffle tickets, stocking shelves, or donating things will not fulfill this requirement.

**All 10 hours must be served with one organization.**

### **Documenting Service—8IGNITE**

All 10 hours of service must be completed by September 1 of the candidate's 9FLAME year. Service hour forms and reflection questions can be found on the website. Completed and signed forms verifying the service performed should be submitted to the RE Office.

## Retreats

### **2SOAR**

There will be a mandatory parent/child retreat for Reconciliation and one for Eucharist. Parent and child will explore together and learn about these sacraments.

### **3-6 SOAR**

There will be opportunities to attend a retreat together as a family at HSCC.

### **7SPARK and 8IGNITE**

Retreats are a great way to spend focused time thinking about what it means to be called to discipleship. Discipleship is a CHOICE to follow Jesus in our lives and to have a personal relationship. Candidates in 7SPARK and 8IGNITE will each have one, **mandatory** retreat to attend with their parent. See the Calendar for Retreat dates.

### **9FLAME**

This final 3 hour mandatory retreat will be conducted by an outside facilitator at Holy Spirit Catholic Community. The theme is the Gifts of the Holy Spirit.

Candidates are allowed to attend a retreat at another parish if they have a conflict with our retreat date or arrive late. The RE staff has more information on those retreats. Failure to fulfill this retreat requirement will result in the postponement of receiving the Sacrament of Confirmation. See the calendar for details.



## Confirmation Requirements

### **12 sessions at All Saints Catholic Academy for 8IGNITE**

There are 12 sessions at All Saints Catholic Academy. There will be a make up assignment to complete for each missed session. The assignments will need to be completed and returned within the next week. If more than 2 sessions at All Saints Catholic Academy are missed the candidate will not be eligible to continue with the program and will start the program over the following year.



### **3 Sessions at Holy Spirit for 9FLAME**

**Session One**—Student only is required to attend

**Session Two**—Parent and Student required to attend

**Session Three**—Sponsor and Student required to attend—If the sponsor is unable to attend the parent is required.

If a parent does not attend a session with their teen, the teen will be assigned an absence. These three sessions will generally occur on the first Sunday of the month from 6:30-8:00 at Holy Spirit Catholic Community. Please see the calendar for exact dates.

Parents and candidates must be present for the entire session. Arriving late and leaving earlier is not acceptable.

### **Saint Report and Confirmation Name**

During 8IGNITE, candidates are asked to research and choose a saint that can serve as an additional role model for them. This saint's name will become their Confirmation name. There will be an online report to complete and submit in the fall of 9FLAME.

### **Role of the Sponsor**

Sponsors will play an active role during this time of Confirmation preparation. Candidates should reflect and consider whom he/she want to ask to be their sponsor. Sponsors need to be at least 16 years of age, Confirmed, and can not be a parent of the candidate.

During 8IGNITE one of the components of the Confirmation Program is a time when the candidate and sponsor spend time in conversations. This component is called, Sponsorchat@home. This component can be completed in person, on the phone, via face time or Skype. The chats are found on the parish website.

### **Sponsors are required to:**

- Participate in the Mass on Sundays and Holy Days and receive the Sacraments of Eucharist and Reconciliation regularly.
- Strive to live out their commitment to Christ and to the community life of the Church by their loving response to those with whom they come in contact.
- Assume a great responsibility before God and the Church in becoming a sponsor and faithfully fulfill the obligations connected with it. Give support to the person they are sponsoring by prayer and by the Christian example of their daily life.
- If married they must be married according to the laws of the Catholic Church.

### **What do you do with the Sponsor Form/Certificate of Eligibility?**

- Sponsor Forms/Certificate of Eligibility are available on the parish website
- The Form is completed by the Sponsor
- The sponsor takes the Sponsor Form to their church
- The sponsor's church will sign the form and put their seal onto it
- The sponsor returns the form to the candidate
- The candidate hands the form into the RE Office



## Religious Education and Confirmation Policies and Procedures

### **Arrival and Dismissal**

Please be prompt with dropping off and picking up your child. Your child should not be dropped off more than ten minutes before the session, as the Catechist is preparing for the lesson and not able to supervise your child. Pick up promptly at the completion of the session.

### **Attendance**

Regular attendance at Religious Education and Confirmation Sessions is an important factor in the faith development of your child. A child arriving late or leaving early disturbs the class and important formation is missed.

### **7SPARK and 8IGNITE**

We understand that an emergency may occur so a student may have two excused absences. An excused absence would be an illness, death in the family, or a special family event like a wedding. Each missed session requires the completion of make-up work. The make-up is to be completed within the following week. If more than 2 sessions at All Saints Catholic Academy are missed the student will not be eligible to continue with the program and will start the program over the following year.

### **Communication**

- The RE Office is open from 8:30-4:30 Monday through Friday.
- HSCC is closed for lunch from 12:00-12:45.
- Phone number at HSCC: **630-922-0081**
- HSCC Website: [www.hsc.us](http://www.hsc.us)

There is an emergency number to call when sessions are being held at All Saints Catholic Academy. **(331-457-3881)**

Please do not call or email All Saints Catholic Academy with any of your questions or concerns.

The primary method of communication is through email. Please ensure you provide a current email that you check weekly.



## **Code of Conduct**

Learning can best be fostered in an orderly and peaceful environment. This requires the student's cooperation by:

- listening at appropriate times
- participation in discussions and activities
- having textbooks and other materials at each session
- being respectful of the property in the building
- no cell phones being used by students during sessions
- no cell phones being used by parents in the pick up lane
- no smoking on the ASCA and HSCC property
- no weapons and/or drug paraphernalia
- Being dressed in a way to reflect the value of modesty. Writing on clothing should reflect Christian values, no hats or coats on during sessions

## **Discipline**

If a child's behavior disrupts the learning process for others, the steps listed below will be followed to ensure that class participation may continue.

- If disruptive behavior occurs a child will be reminded of expected behavior and the consequences of misbehavior.
- If the behavior continues the child will be sent to the main desk and to talk to the RE Staff. The child will write a note to their parent explaining the behavior. The signed note must be returned to the next session.
- Serious misconduct will require a parent conference with the Catechist and the Director.

## **Emergency Cancellations**

If school is canceled in Indian Prairie School District 204 due to inclement weather, then Religious Education and Confirmation sessions are canceled for that day as well. Parents will be notified via email from HSCC or from a catechist. The information will also be posted on the parish website.

## **Illness**

If your child stays home from school due to illness, do not send them to Religious Education or Confirmation that day either.

## **Items to be Left at Home**

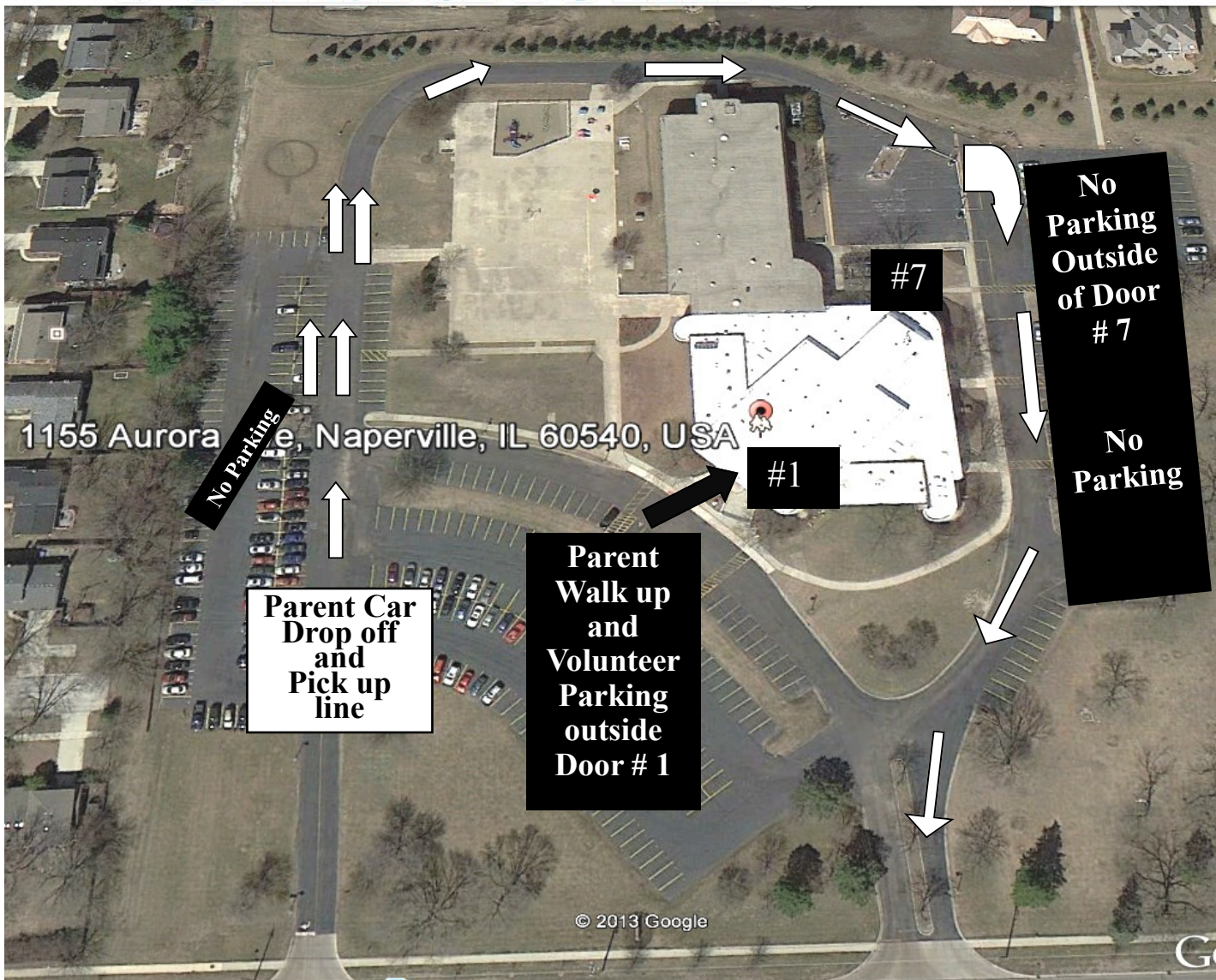
Valuables, electronic items, toys, and all food and drinks must be left at home. Students who bring such items will have them taken away by the catechist during session time. They will be returned at the end of that session.

## **Traffic Pattern for All Saints Catholic Academy**

Two choices for drop off and pick up:

- Parent can use the car line and drop off or pick up at Entrance #7.
- Parents can park outside Door #1 and walk their child into the school at Entrance #7 for

## Traffic Pattern for All Saints Catholic Academy



### **DROP-OFF/PICK-UP USING THE CAR LANE—Entrance 7**

Enter All Saints Catholic Academy from Aurora Avenue via the west entrance. Drive all the way around the building to Entrance #7, it is clearly marked. Your child will only be allowed to exit and enter from the right side of the vehicle into the safety zone. You will exit the All Saints Catholic Academy facility via the east entrance onto Aurora Avenue as shown by the white arrows. There will be no parking in the east side parking lot. Doors open 15 minutes before the session begins.

### **PARENT PARKING AND WALKING TO THE FRONT DOOR—Entrance 1**

Parents may park and walk their child to the front door of All Saints Catholic Academy without using the car lane by entering All Saints Catholic Academy from the west entrance, off of Aurora Avenue and parking in the designated area (as shown in the diagram above) outside of Door #1. To pick up your child park outside Door #1 and walk up to the building via Door #1. There will be no parking in the east side parking lot. Parents do not come into the building. Doors open 15 minutes before the session begins.