



ST. ROSE OF LIMA
FAITH FORMATION



Parent Handbook
2026-2027

IMPORTANT INFORMATION

St. Rose of Lima Faith Formation Office Staff

NAME	POSITION	PHONE #	E-MAIL ADDRESS
Cate Gosselin	Director – Parish Faith Formation	203-426-2333, ext. 1	dre@strosechurch.com
Laura DeFelice	Coordinator, Grades K - 3 1 st Reconciliation & 1 st Communion	203-426-2333, ext. 4	cre@strosechurch.com
Mary Craig	Coordinator, Grades 4 – 8 and Confirmation	203-426-2333, ext. 2	sacraments@strosechurch.com
Silvia Harper	Coordinator, Database & Registration	203-426-2333, ext. 3	database@strosechurch.com

Faith Formation Office Hours:

(Note: All staff members may not be available. Please make an appointment or call ahead.)

Summer Hours:

Monday – Thursday: 9:30 am – 4:00 pm

Friday ***CLOSED (or by appointment)***

School Year Hours:

Monday - Tuesday: 9:30 am – 3:30 pm
(Staff are in classroom building after 3:30 p.m.)

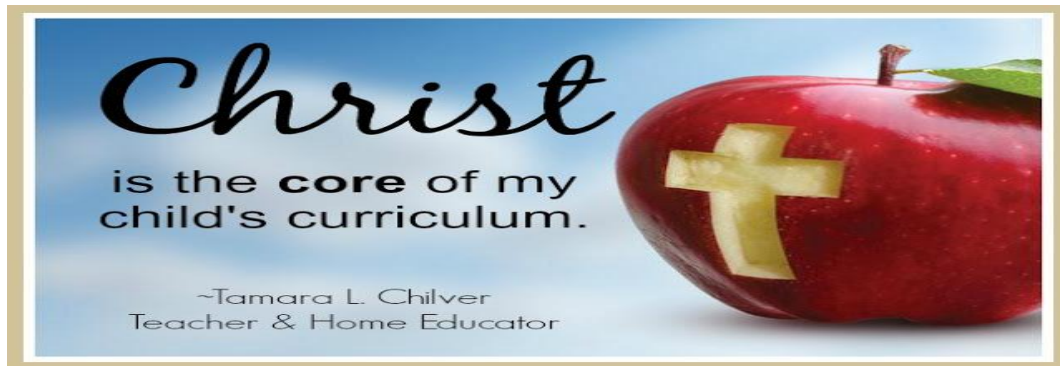
Wednesday - Friday: 9:30 am – 4:00 pm

Sat./Sunday: ***CLOSED***

(Building is open Sunday for classes only)

Communication:

St. Rose Faith Formation web page can be found under the Faith Formation heading of the St. Rose of Lima Church website (www.strosechurch.com). Occasionally our office sends emails to families. **It is the family's responsibility to notify the Faith Formation office of any updates or changes to your email address. Please do not unsubscribe from our emails.** By doing so you remove yourself from all future emails containing updates and/or changes to classes, events or sacraments



Faith Formation Curriculum

The Diocese of Bridgeport has developed curriculum guidelines to assist us in the instruction of the Roman Catholic faith, as required for each grade level. St. Rose of Lima adheres to curriculum and Diocesan guidelines. **It is essential that students complete all grade levels, starting with Grade 1. This is a prerequisite for celebrating the Sacraments (see Sacrament section).**

GRADE	THEME / TOPICS COVERED	PRAYERS / DOCTRINE TO BE LEARNED
Grade K	Introduction to both God as Creator of all good things, and Jesus, His Son.	Introduction to the Sign of the Cross and how to pray.
Grade 1	Introduction to the Trinity, Holy Family, Holy days of Christmas and Easter	Sign of the Cross; Our Father, Hail Mary and Glory Be
Grade 2	Jesus forgives our sins; Preparation and receipt of First Reconciliation. Jesus lives in the Eucharist; Preparation and Receipt of First Communion.	Act of Contrition, as well as those learned in Grade 1.
Grade 3	Introduction to our role in the Church and our relationship with Jesus. The Rosary.	Apostles Creed, as well as those learned in Grade 1 and Grade 2. How to pray the Rosary using Rosary beads.
Grade 4	Introduction to the 10 Commandments. The Mysteries of the Rosary	<i>Students should be comfortable reciting all learned prayers.</i> Able to recite the Ten Commandments and pray the Rosary using Rosary beads.
Grade 5	Introduction to the Seven Sacraments.	<i>Students should be comfortable reciting all learned prayers.</i> Able to recite the Seven Sacraments.
Grade 6	Introduction to the Bible; Students receive their own copy of the bible. Introduction to the Old Testament. Introduction to Saints 5 hours of Community Service	<i>Students should be comfortable reciting all learned prayers.</i> <i>Students should be reflecting on the Saint or Biblical figure that they believe has the most significance to them in preparation for Confirmation.</i>
Grade 7	Putting Faith in Action (Community Service.) The 7 Gifts of the Holy Spirit. Preparation and receipt of Confirmation	<i>Students should be comfortable reciting all learned prayers.</i> <i>Students should know and understand the Gifts of the Holy Spirit.</i>



Attendance Policy

To provide the best Faith Formation experience for your child, it is important that students attend all classes (per their class schedule) and be on time. Since class time is limited to one hour, it is important (and extremely helpful) that students do not develop poor attendance habits. The child's attendance and tardiness record will be noted on his/her progress report.

If your child is sick, please call or email the catechist as soon as possible. The catechist will inform you of the chapter that you need to teach at home. You can also check our website: www.strosechurch.com for grade level curriculum/schedules. Please call the Faith Formation office if you need assistance or have any questions.

If your child is habitually late or absent, the parent/guardian should consider if this is the appropriate class time and day for their child. The Faith Formation office will gladly work with you to find a more appropriate session or help you develop an alternative plan for teaching your child.

Student Textbooks

Grade level textbooks are the principal teaching resource used in each class and grade; it is important that the student brings it to class every time students meet. Since some of the student's work/activities are completed in the textbook during class, it does not serve the student to be without their own copy of the textbook. Students in the 6th & 7th grades should also bring their bibles to class each week. Students are encouraged to bring their own pens/pencils as well. **Students are responsible for bringing these materials to the class, as it shows responsibility and preparedness.** We kindly request parents/guardians assist your children, especially younger students, with this responsibility. Thank you.

Parents, as primary educators of our faith, must support the catechists by reviewing with their child/ren what they learned during class, what was covered in the student book, and/or discuss any artwork or crafts that the children bring home and how it relates to the week's lesson.



Parents as Substitute Teachers

When introducing yourself to your child's catechist, kindly offer to be a substitute teacher for the class should the need arise, and there are times throughout the year that we need your support and availability.

Our office will provide you with all necessary materials and the teacher's manual to "walk" you through the lessons. By substitute teaching in your child's class, you assist us in making sure there is continuity in the classroom and we appreciate your support of your child's catechist in their time of need. THANK YOU.

Dropoff and Pickup of Children

The safety of all children is our first priority; therefore, your cooperation and compliance with the following procedures are needed to ensure their security. Though parents may feel comfortable allowing their child to enter the parking lot and/or cross traffic without an adult present, it is for the safety and welfare of all that the following guidelines are strictly enforced.



- If a different adult will pick up your child, please send him/her with a hand-written note and give it to the catechist. These notes will be kept with the class attendance records.
- Unless it is an absolute necessity, DO NOT pick up your child early from class, as this is a disruption to both the catechist and students. **Please be respectful of the one hour that we need to teach our students.**
- Any student who is picked up early must be “signed out” at the time of pickup. This will be done in the building where the student’s class takes place.

For the First Two Weeks of Classes:

ALL students in ALL grades must be walked to the classroom.

Please come to the classroom to meet the catechist, introduce yourself as the parent/guardian, and learn the exit/pickup location for your child.

DROP OFF AND PICK UP PROTOCOL - Grades K through 3 - in Holy Innocents or the school:

You must park your car and accompany your child to and from the *classroom door* (so that they are under adult supervision at all times). Children in Holy Innocents will be picked up at the INSIDE DOOR to their classroom.

DROP OFF PROTOCOL - Grades 4 through 7 (including JOF) – All buildings

Parents may drop off children at the sidewalk in front of the school or Holy Innocents. Children should exit the vehicle on the side closest to the buildings. To avoid the back-up of incoming traffic, please do not linger in the driving lane.

PICK UP PROTOCOL - Grades 4 through 7 (including JOF) – All buildings

School pickup: Parents are to park their car and **MUST** walk inside to the school lobby to meet their child. Children are not allowed to wait outside.

Holy Innocents pickup: Parents are to park their car and **MUST** walk **INSIDE** to the classroom door to meet their child. Children are not allowed to wait outside.

“38” pickup: Parents are to park their car and **MUST** walk to the backdoor area to meet their child. The catechist will bring the class outside to meet parents. Children are not allowed to wait outside.

Formation Assessments and Progress Reports

Formal assessments will be given throughout the year, either in the form of chapter quizzes, unit reviews or tests, half-year assessments or online quizzes. The type of assessment is based on the grade level and review by the Faith Formation office. Any assessment is based on textbook topics and formal prayers taught in the grade level. All assessments are sent home to parents with the intention that parents will work with their child to reinforce and increase fundamental knowledge of the Catholic faith and practice with their child any prayers that he/she is struggling to recite. **Also, students should master the doctrine and prayers before being promoted to the next grade level.**

Progress Reports will be handed out to all students at the mid-year. The progress report will carry the following information: Attendance/Tardiness; Comprehension of doctrine/theme for the particular grade; Formal prayers to be learned and recited for the particular grade. There is also a comment section for catechists to share concerns and successes with the parents/guardians. **Parents/guardians should review this progress report with their child, sign and return the progress report to the catechist.**

Closings/Cancellations

Sunday Classes:

- If inclement weather is expected or occurring, we will try to make a decision ASAP (Saturday evening if possible; no later than 7am on Sunday) whether to cancel Faith Formation classes on Sunday. Notice will be sent via social media, as well as sent via Constant Contact messaging.

Monday or Tuesday Classes:

- If the Newtown Public School System cancels classes or has early dismissal due to inclement weather, all Faith Formation classes are also cancelled.
- If public school dismisses at the regular time but inclement weather is getting worse, we will communicate ASAP regarding Faith Formation classes for that day. If we cancel, we will send out notice by Constant Contact email, and place a cancellation message on social media and the Faith Formation Office telephone answering machine as well.

If we have not cancelled class but you are concerned about travel conditions, use your best judgement whether to bring your child/ren to class. If you decide to keep your child/ren home, please contact your child/ren's catechist(s) to let the him/her know your child will be absent and to find out the week's classwork, which you are required to make up at home. Thank you for your assistance.

SACRAMENTS

Baptism

The Sacrament of Baptism is scheduled through the Parish Rectory Office. Pre-Baptism classes are held for parents on a regular basis. Please call the Rectory (203-426-1014) for more information.

If your child is five years old or older, and ready for Kindergarten – Grade 7 classes, we will assist the child and family with Baptismal preparation and this will occur during the Faith Formation school year, while the child is enrolled in Faith Formation classes.

Profession of Faith

As we prepare students for the sacrament of First Communion or Confirmation, we must have a copy of their Baptism Certificate on record. If your child has been baptized, but the baptism is not recognized by the Roman Catholic Church, then we will discuss preparing your child for a Profession of Faith. This will occur during the Faith Formation school year, while the child is enrolled in Faith Formation classes.

First Reconciliation and First Communion

Preparation for the sacraments of First Reconciliation and First Communion begins with the Instructional Workshop in the Fall. This is an essential component for preparation for these Sacraments, and attendance of parent/guardian and child is required. A detailed informational packet that outlines the schedule of the year's events and workshops related to the sacramental preparation and celebrations is usually distributed at this gathering. **Please note the workshops are mandatory for your child and a parent/guardian, and must be attended before your child will receive the Sacraments of First Reconciliation and First Communion.** These workshops are large group events where materials are handed out, a lesson is taught on understanding the Sacrament they will receive, and children partake in the workshop experience.

First Reconciliation takes place in January. First Communion takes place in May. Students enrolled in Grade Two (or older) Faith Formation are considered candidates for these Sacraments.

Confirmation

This year, Confirmation preparation begins in Grade 6 and is completed before the celebration of the Sacrament in Grade 7. (Provided the child has fulfilled diocesan guidelines. This includes attendance at all Retreats and Masses.) Confirmation is celebrated in the Spring. The actual date of the Sacrament is determined by the bishop's office and is announced and communicated once our office has received the notification.

The following foundational topics are addressed over the course of this two-year preparation period:

- Saints (understanding the Communion of Saints/Choosing a Patron Saint)
- Faith in Action (Community Service)
- Holy Spirit (Gifts of the Holy Spirit received during Confirmation)
- Development of Spirituality (retreats)
- Development of Moral Thinking and Decision Making
- Social Justice
- Role of Confirmed Catholics in the Church

Liability Statement

As a parent/guardian of a child attending the St. Rose of Lima Faith Formation Program, I give my consent for my child to participate in all required St. Rose of Lima Church's classes, activities, events, and/or workshops, which will occur on the St. Rose of Lima, Newtown, CT, campus.

I further understand and agree, in consideration of St. Rose of Lima Church's sponsorship of the program, to release St. Rose of Lima Church, The Roman Catholic Diocese of Bridgeport, and all of their employees, directors, administration, and volunteers from all legal liability for accidental injuries suffered by my child as a result of participation in activities.

I understand my acceptance of the above Liability Statement has been made at the time of online registration when I or my representative have registered my child for St. Rose of Lima Faith Formation.

SUMMARY

The mission of the St. Rose Faith Formation program is to offer practical and fully engaging religion instruction to students in grades K – 7, with each grade paying particular attention to the teachings of the Catholic Faith, as advised by the Diocese of Bridgeport.

Our mission is to foster the faith of our youngest parishioners and those of the greater Newtown community to understand their faith, develop a relationship with God, and maintain a spirit of compassion and service for their “neighbors”.

The sacraments are celebrated in Grades 2 & 7 in accordance with Diocesan Guidelines. We will work with families to attain all necessary instruction to be ready to celebrate the sacraments within a timely manner, with the assistance of the parents/guardians to faithfully teach their child and/or send him/her to religion classes on a weekly basis. Those behind in receiving sacraments or religious instruction may be suited for our Journey of Faith classes. This allows children moving into our parish program to “catch up” on missed years of faith formation and to receive multiple sacraments within one year, as they show readiness and the fulfillment of all requirements.

Families enrolled in St. Rose of Lima Faith Formation will adhere by all policies and procedures, including resolution of any outstanding tuition balance in the current year prior to registering their child for the upcoming/new school year and **BEFORE** their child receives the sacrament of First Communion or Confirmation. **(Balances will NOT be allowed to roll over from one school year to the next.)**

All decisions, resolutions, policies and procedures will be the final approval of the St. Rose of Lima Faith Formation office and through the advisement of Father Peter Cipriani (Pastor), and/or the Pastoral Council, or the Parish Finance Council.

Signed,

Cate Gosselin, Director of Faith Formation