

**CONFIRMATION  
FAMILY HANDBOOK  
2019 – 2020**



**Sacred Heart Parish  
Turlock, CA  
English Faith Formation**

# ***WELCOME!***

Dear Parents and Candidates,

The Catechist and Staff of Sacred Heart Parish Faith Formation Program welcome you to our program. We hope that this handbook will provide you with all the information about the program that you will need for this year. It is very important that you read and discuss it with your family. After having done so, please sign and return the back page to the Confirmation Office.

Please keep this handbook in a convenient place for reference during the year for important dates and events. If you have any questions, please feel free to call the office, (209)634-5111 / (209)602-5889. We look forward to growing in our Faith this year together with your children.

Yours in Christ,

Rebeca Beltran  
Director of Faith Formation

## **CONFIRMATION OFFICE INFORMATION**

Director:	Rebeca Beltran
Telephone:	(209)634-5111
<b>Cell:</b>	<b>(209)602-5889</b>
Address:	1250 Cooper Ave. Suite #1, CA 95380
Email:	<a href="mailto:godisgoodallthetme@yahoo.com">godisgoodallthetme@yahoo.com</a>

Remind 101 Text message reminders:

REMIND 101 Text message reminders  
Number: **81010** text message: **@EFFC1C219**



***“GOD IS GOOD ALL THE TIME. . .”***

## PHILOSOPHY

Since Confirmation is necessary for the completion of baptismal grace, the community of St. Anthony's hopes to awaken in the Confirmation candidates a true desire for this Sacrament, and a true conversion of spirit.

For by Confirmation the baptized are more perfectly bound to the Church and are, as true witnesses of Christ, more strictly obliged to spread and defend the faith by word and deed. (#1285 CCC)

Preparation for Confirmation should aim at leading the Christian to a conversion, a more intimate union with and knowledge of Christ, and a more lively familiarity with the Holy Spirit – his actions, gifts, and his bidding – in order to be more capable of assuming the apostolic responsibilities of Christian life.

To this end, catechesis for Confirmation should strive to awaken a sense of belonging to the Church of Jesus Christ, the universal Church, as well as the parish community. (#1309 CCC)

Hopefully, our Confirmation process will do just this. The curriculum attempts to connect the lives of the candidates with Scripture, the person of Jesus, the Sacraments and the Church.



## PARENT'S RESPONSIBILITIES

Be an example of Christian living

Provided spiritual support through:

- ❖ Weekly attendance at **Sunday Mass**
- ❖ Bringing your child to class sessions – **on time** with needed materials, homework and journal.
- ❖ Supporting and helping with “love ministry” (service hours)

Be supportive of parish functions (Attending and helping at functions shows importance of Christian Community)

Guide them in the selection of a sponsor

Support their Confirmation preparation by sharing your own faith experiences

Participate in **monthly meetings**, liturgies, and sessions when asked

Encourage your child to continue active ministry in Church

## SPONSOR'S RESPONSIBILITIES

The Church requires that the sponsor be:

- ❖ A Catholic who has been confirmed and is a **practicing Catholic**
- ❖ An adult
- ❖ **NOT** bound by any canonical penalty
- ❖ **NOT** be the father or mother of the candidate
- ❖ Be the Baptismal sponsor, if possible

Participate in meetings, sponsor retreat, liturgies and practices as scheduled

Support the candidate in their yearlong “love ministry”

Support the parents in their role

Share their faith with the candidate, thus helping to form the candidate's own spirituality

Encourage the candidate to continue active ministry in Church

Attend sponsor retreat: **February 8, 2020** 9:30am-1:30pm St. Anthony's Parish

## CANDIDATES RESPONSIBILITIES

### 1<sup>ST</sup> YEAR

- ❖ That you give the program a fair chance – participating and cooperating in sessions and with the catechists.
- ❖ Attend Sunday mass weekly – once a month at **Life Teen Mass**
- ❖ Must not miss sessions
- ❖ Attend 1<sup>st</sup> year retreat (**October 12<sup>th</sup> 4pm-9pm**)
- ❖ Must work on “Service Hours and Love Ministry” with family and/or sponsor (**5hours community outreach, 10 hours church related ministry, and 2 family outreach activities to be completed by 2<sup>nd</sup> year**)
- ❖ Record daily sharing love(journal) & **Saint Report** (life of Sacred Heart of Jesus)
- ❖ Choose a sponsor to walk with you on faith journey

### 2<sup>ND</sup> YEAR

- ❖ That you give the program a fair chance – participating and cooperating in sessions and with the catechists.
- ❖ Attend Sunday mass weekly
- ❖ Must not miss any **sessions** –and any and all liturgical celebrations scheduled.
- ❖ Attend 2<sup>nd</sup> year retreat (**Jan. 10-12, High School-Jan. 31-Feb. 2 or Feb. 14-16**) )
- ❖ Work all year on “love ministry” – service – with family and/or sponsor
- ❖ Record ‘love ministry ‘Service Hours’ (**5hours community outreach, 10 hours church related ministry, and 2 family outreach activities-Due ending of February**)
- ❖ Saint Report (Due in November)
- ❖ Continue to share faith with **sponsor**
- ❖ Choose a Confirmation name – preferably Baptismal name
- ❖ Continue active ministry in Church

## OVERVIEW OF PROGRAM

Sacred Heart Parish welcomes all youth for Jr. High/High School, baptized or not, to participate in Faith Formation Program.

### **JR. HIGH & HIGH SCHOOL:**

Confirmation classes are held on Tuesday's  
6:45pm-8:00pm

***Unless otherwise stated on the schedule.***

**Religious Education for children with disabilities** is provided in regular or specialized religious instruction, particularly with regard to preparation for the sacraments. Please contact the Director regarding the specific needs of your child.



## **REGISTRATION PROCEDURES**

### **A. Fees:**

To be paid at time of Registration. All students must be pre-registered before sessions begin.

### **B. Baptismal Information:**

A copy of each child's **baptismal** and **first communion** certificate is **required** for all Candidates entering the program. If baptized at Sacred Heart Parish, only the date of the Baptism is needed for verification.

### **C. Change of address/telephone:**

**Please notify the office of any change of address or telephone numbers (work, home or cell) immediately so that the staff will be able to contact you in the event of an emergency involving your child.**

### **D. Custody arrangements:**

The primary responsibility for seeing that custody arrangements are carried out rests with the parents. The parish staff wishes to cooperate with special custody arrangements of families to the best of their ability if notified and provided with the proper documentation of the custody arrangement.

## **ARRIVAL AND DISMISSAL**

**Due to the EXTREMELY DANGEROUS SITUATION in the parking lot before and after class, we have designated the front of the school (by cafeteria) brick steps as our drop off and pick up zone, we will be asking parents to volunteer as Parking Lot or Hallway monitors. Sign Ups are available.**

**PLEASE UNDERSTAND THAT THIS IS FOR THE SAFETY OF YOUR CHILD!**

**Thank you for your cooperation.**

## ATTENDANCE

### Early Release:

In the event it is necessary for your child to leave early, **you must check in at the Office and have one of the staff members go get your child from class.**

### Visitors:

Parents/guardians are welcome to visit their child's Confirmation classes after signing in at the Office. If your child would like to bring a friend with them to class, they need permission from their catechist **the week before** and the friend needs to bring a **written** permission note from their parents to be able to stay.

## DISCIPLINE POLICIES

Youth will be youth, like lambs and kittens they will play, bounce off walls, get into stuff they have no business into IF PERMITTED TO DO SO! But we have **limited time** with them and time spent acting as **police** or **babysitters** takes **valuable Faith-Sharing** time away from other students. Therefore, classroom disruption **will not be allowed!**

- A. Class rules will be explained to Candidate (see below)
- B. If rules are broken your child will be sent to office.
- C. After being spoken to by person in charge, the Candidate may be sent back to class.
- D. If disruption continues during the **same session** or **subsequent sessions**, Candidate will call parents to come get them. They may return the following week after speaking to parent
- E. Any further disruption will result in a conference with the Candidate, parents, catechist, coordinator and pastor.
- F. If needed, parents will be asked to **attend the sessions** with their Candidate to help with that Candidates discipline.

### Class Rules:

- A. Candidates are to speak respectfully to catechists and other students.
- B. Candidates are to respect CHURCH PROPERTY AND OTHER STUDENTS' BELONGING. (Especially SCHOOL SITE!!!)
- C. Candidates are to come with appropriate materials participate in class activities and obey catechist's instructions.
- D. **NO CELL PHONES ALLOWED DURING SESSIONS**
- E. Each catechist and class may **add** to these basic rules in their respective classrooms.



## COMMUNICATION PROCEDURES

Parents and catechetical staff work in partnership in helping Candidates grow in faith, therefore good communication is essential. If problems develop, they should always be solved at the lowest level whenever possible. If a parent wishes to talk with a catechist, they may do so **after** the session is over. Or they may make an appointment with the catechist by calling the coordinator's office. Parents may also call or visit the office if they wish to speak to the coordinator.

Usually communication will be with notices from the coordinator's office or the catechist.

**Please ask your child weekly** for any notices from class. It is essential for you to be reminded of special class events, and of holidays and holy days. We want you to know exactly what is happening and when!

## EMERGENCY / SAFETY PROCEDURES

The safety of the Candidates and catechetical staff are of paramount importance. All actions taken shall bear in mind the safety and well-being of both Candidates and staff members. In case of emergency/natural disaster an Emergency Procedure Plan will be followed. Fire and earthquake drills are conducted regularly.

### A. Emergency/Natural Disaster

In the event of an emergency/natural disaster, catechists, coordinators and the director will remain with the Candidates until either a parent or designated person picks the Candidates up. A checkout system will be provided for parents/guardians to sign out their child.

### B. Accident/Sudden Illness

In the case of an accident or sudden illness, the coordinator or her delegate will give appropriate immediate care and notify the parents/guardians. **Please be sure to have an emergency number where you or other responsible person can be reached listed on your registration.**

### C. Child Abuse

As required by state law, evidence of apparent non-accidental injury, suspected neglect or child abuse will be reported to the proper authorities.

## CATECHISTS

Our Catechists are all volunteers, from many walks of life. They are people who have answered their baptismal call to minister to our children and who have prepared themselves in a variety of ways to serve as catechist. Above all, they are people for whom faith is important enough to share.

**Please give them your support and always in your prayers!**

**Sacred Heart Parish Confirmation Program '2019-2020 .**

**PARENT RESPONSE PAGE**

I have read and discussed the guidelines with my child and agree to abide by all requests and policies.

**PLEASE PRINT & SIGN**

CANDIDATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_  
(Please Print)

PARENT OR  
GUARDIAN \_\_\_\_\_ SIGNATURE \_\_\_\_\_  
(Please Print)

DATE \_\_\_\_\_

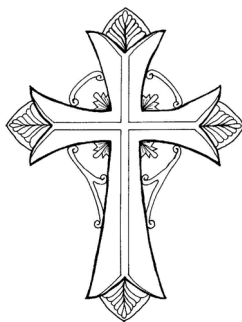
COMMENTS \_\_\_\_\_  
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# Sacred Heart Parish Confirmation Program '2019-2020'

## FAMILY COVENANT

Recognizing that my involvement as a parent is of special importance in helping prepare my child to complete Christian initiation. . .

- ◆ I promise to see that my child attends Mass on Sundays and Holy days, and to accompany my child to Mass whenever possible.
- ◆ I promise to see that my child attends all catechetical sessions, prayer services, retreats, and practices.
- ◆ I promise to participate in the sacramental life of the parish; to the degree I am able, as a witness of my faith to my child.
- ◆ I promise to be sure my child knows the basic prayers of our faith.
- ◆ I promise to pray for my child throughout this time of preparation.
- ◆ I promise to encourage my child to give time in Christian service.
- ◆ I promise to help my child see that complete Christian initiation is the beginning of a life of ongoing faith formation, Christian service, and witness.



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CANDIDATE SIGNATURE

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PARENT OR GUARDIAN SIGNATURE