

ST. PAUL ROMAN CATHOLIC CHURCH

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Parish Office:

231 Second Street

Clifton, NJ 07011

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Website: www.stpaulcnj.org

FAMILY MASS AT ST PAUL:

Family Mass is celebrated the last Sunday of each month from September to April at 11:00am (English) and 1:00pm (Spanish)

Please join us to celebrate the gift of family.

ST. PAUL ROMAN CATHOLIC CHURCH



231 SECOND ST.
CLIFTON, NJ 07011



2017-2018

FOR CHILDREN

LEVELS 1, 2, 3, 4, 5 — EVERY SUNDAY

9:00am to 10:30am

CONFIRMATION (HIGH SCHOOL)

EVERY SUNDAY — 12:00pm to 2:00pm

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LEVELS 6, 7, 8 AND SACRAMENTAL CLASSES

1<sup>ST</sup> and 3<sup>RD</sup> TUESDAY OF THE MONTH

6:30pm to 8:00pm

MOTHER CABRINI CENTER

97 WASHINGTON AVE.

CLIFTON, NJ 07011

## ***I. ADMISSION***

Upon enrollment, a copy of each child's baptismal certificate must accompany the registration form. Those transferring from another Religious Education Program must include a letter from that parish indicating the years of previous instruction and Sacraments received.

Children who have not received previous instruction will be evaluated by the Coordinator of Religious Education (CRE) to determine placement.

### ***Issues of Custody***

Parents must inform the CRE if there are any custodial issues. You need to provide a copy of any pertinent court documents.

## ***II. REGISTRATION AND PLACEMENT***

Registration and re-registration occurs in August of each year. Forms can be found in the Church Vestibule and obtained from the Parish Office. All children are assigned to a class by the CRE. Catechists may not accept a child into class without authorization from the CRE.

If your child has any special needs such as allergies or learning disabilities, please advise the CRE of all necessary information. Regarding medical issues, no medication of any kind may be given to a child by a catechist.

If program modifications are necessary, parents should discuss these with the director. Any modification will follow diocesan guidelines.

### ***Home Study***

In special circumstances, such as medical or special education needs, parents may request to teach their own child/children. According to diocesan guidelines, a letter explaining the reasons for the request

- \* ***Solemnity of Mary Mother of God Masses***  
Monday, January 1st, 2018 at 11:00am (English) & 1:00pm (Spanish)
- \* ***The Epiphany of the Lord/Three Kings***  
January 6th & 7th, 2018, all Masses
- \* ***The Baptism of the Lord Mass***  
Monday, January 9th, 2018, 8:00am
- \* ***Conversion of St. Paul Feast Day Masses***  
Thursday, January 25th, 2018, 8:00am and 7:30pm
- \* ***The Presentation of the Lord & Feast of St. Blaise/Blessing of the Throats***  
February 3rd & 4th, 2018, all Masses
- \* ***Ash Wednesday Services and Masses***  
February 14th, 2018 at 8:00am, 12:00pm, 4:00pm, 7:00pm (English) and 8:00pm (Spanish)
- \* ***Palm Sunday***  
March 24th & 25th 2018, all Masses
- \* ***Lenten Penance Service***  
Tuesday, March 27th, 2018 at 7:30pm
- \* ***Holy Thursday Mass***  
March 29th, 2018 at 7:30pm (Trilingual)
- \* ***Good Friday Services***  
March 30th, 2018, 11:00am Outdoor Living Stations of the Cross, Liturgies: 3:00pm (English), 5:30pm (Spanish) and 7:30pm Tenebrae (Trilingual)
- \* ***Easter Vigil***  
Saturday, March 31st, 2018 at 1:00 pm Blessing of the Food and 8:00pm Vigil Mass
- \* ***Easter Sunday***  
April 1st, 2018, all Masses
- \* ***Confirmation Day***  
Sunday, April 22nd, 2018 at 11:00am Mass (reception after Mass)
- \* ***First Communion Day/May Crowning***  
Sunday, May 6th, 2018 at 11:00am. Mass (reception after Mass)
- \* ***The Ascension of the Lord/Mother's Day Masses***  
May 12th & May 13th, 2018, All Masses
- \* ***Pentecost***  
May 19th & May 20th, 2018, All Masses

**ST. PAUL R.C. CHURCH**  
**2017-2018 IMPORTANT DATES**

- \* ***First Day of Class***  
Sunday, September 17th, 2017 (Levels 1-5)  
Tuesday, September 19th, 2017 (6, 7, 8 and Sacramental)
- \* ***Feast of St. Francis and Outdoor Blessing of the Animals*** Sunday,  
October 8th 2017 at 3:30pm
- \* ***Parish Beefsteak Dinner***  
Friday, October 20th, 2017
- \* ***All Souls Day Masses***  
Thursday, November 2nd, 2017 at 8:00am & 7:30pm
- \* ***All Saints Day Mass***  
Sunday, November 5th, 2017; Children's Saint Parade @ 11:00am  
Mass
- \* ***Thanksgiving Day Mass***  
Thursday, November 23rd, 2017 at 9:00am in the Church
- \* ***Mass of Nations***  
Sunday, November 26th, 2017 at 11:00am; No 1:00pm Spanish  
Mass
- \* ***Feast of the Immaculate Conception Mass***  
Friday, December 8th, 2017 at 8:00am and 7:30pm
- \* ***Christmas Concert***  
Sunday, December 10th, 2017 at 5:30pm in the Church
- \* ***Feast of Our Lady of Guadalupe Mass***  
Tuesday, December 12th, 2017 at 8:00 am
- \* ***Advent Penance Service***  
Monday, December 11th, 2017 at 7:30pm
- \* ***Nine Day Christmas Novena/Simbang Gabi***  
December 15th, 2017 to December 23, 2017 at 7:30pm in Church
- \* ***Christmas Eve Masses***  
Sunday December 24th, 2017 at 5:30pm (English), 7:30pm  
(Spanish) and 10:30pm (English)
- \* ***Christmas Day Masses***  
Monday, December 25th, 2017 at 7:30am, 9:00am, 11:00am  
(English) and 1:00pm (Spanish)
- \* ***Feast of the Holy Family Masses***  
December 30th & December 31st, 2017 at all Masses
- \* ***Parish New Year's Eve Events***  
Sunday, December 31st, 2017, 5:30pm Mass in the Church;  
New Year's Eve party at 7:30pm

should accompany the registration form. Parents will attend meetings during the year.

### ***III. REGISTRATION FEES***

These fees are used for the books, supplies, speakers, and office needs of the Program. Special Sacramental fees may be required in Levels 2 and Sacramental classes. Families experiencing financial hardship can contact the CRE concerning necessary modifications.

### ***IV. SCHEDULE OF CLASSES AND ARRIVAL/ DISMISSAL POLICIES***

**Levels 1 through 5** meet every Sunday from 9:00am to 10:30am at the Mother Cabrini Center (MCC), 97 Washington Avenue, followed by 11:00am Mass in St. Paul R.C. Church. Upon arrival to class, the parent must sign in his/her child/children at the MCC.

**Levels 6 through 8, as well as Sacramental Classes**, meet on the 1st and 3rd Tuesday of the month from 6:30pm to 8:00pm at the Mother Cabrini Center (MCC), 97 Washington Avenue. Upon arrival to class, the parent must sign in his/her child/children at the MCC.

**Confirmation Program** for freshmen, sophomores and juniors. Classes meet every Sunday after the 11:00am Mass, 12:00pm to 2:00pm at the MCC. Upon arrival to class, the student must sign in at the MCC.

**For all Levels:** If someone other than a parent/guardian is picking up their child/children, a written authorization must be given to the catechist and the CRE. No student is permitted to leave the building early without a parent. A written note should be given to the catechist and CRE in advance and the parent must sign the student out at the MCC.

## ***V. ATTENDANCE***

Consistent attendance at class demonstrates to your child the importance of learning about God and developing a Christian way of living. Therefore, all students are expected to attend scheduled classes unless prevented by illness.

A copy of the calendar will be provided at the Parent/Student Orientation Meeting and it is also available at [www.stpaulcnj.org](http://www.stpaulcnj.org)

Please call the Office if your child will be absent. It will be the responsibility of the student and the parent/guardian to make up the work missed. More than three (3) absences during the school year are considered serious. Excessive absences may prevent a student from advancing to the next grade. Please ensure that your child arrives on time. Every three (3) late arrivals will equal one absence.

Sunday Mass attendance is not only a precept of the Catholic Church, it is also a loving response to Jesus' request at the Last Supper. Attend weekly Mass (Saturday Evening or Sunday) with your child at St. Paul R.C. Church. Students must have Mass Attendance Sheets signed by a teacher, priest or deacon after each Mass.

### ***Cancellation of Classes***

Families will be notified of any cancellations by E-mail and/or phone call.

## ***VI. STUDENT CONDUCT AND RESPONSIBILITY***

As a Catholic community we foster Christian principles of respect and courtesy toward all adults and children. It is expected that all students will obey all program procedures and the rules set forth by their catechist. Parents will be notified of any inappropriate language or behavior. Persistent problems will be addressed at a meeting of parent, child, and CRE.

## ***X. PROGRAM VOLUNTEERS***

**Catechists:** volunteer teachers and substitute teachers who commit themselves, their time, and energy to prepare and learn what they need to hand on the faith to our young people.

### ***Responsibilities of a Catechist***

- Acquaints herself/himself with the parents of those entrusted to her/him and communicates with them on the conduct and progress of their child.
- Prepares and executes weekly lessons and prayer.
- Maintains a safe environment for all children (Virtus training).
- Attends meeting and strives through personal ready and study to be well-equipped to perform the sacred duty of Catechist.

St. Paul R.C. Church recognizes the important role Catechists have in helping parents pass on the Catholic Faith to their children. Catechists need ongoing formation in Theology, Methodology, and Spirituality to deepen their own faith life. That enables them to help children recognize and appreciate the many ways God is and has always been present and active in our world and in our personal lives.



### *Confirmation Spiritual Retreat*

Candidates are required to attend a Spiritual Retreat during their 2nd year of Sacramental preparation.

### *Letter to the Pastor*

All 2nd year candidates are required to write a letter to the Pastor stating their intention of being confirmed and why they think they are ready to be confirmed. **Due on March 11, 2018!**



For their own safety, students will follow arrival and dismissal procedures

All students are required to bring their textbook and a pen/pencil to class each week. Assignments should be neatly done and handed in on time. If a book is lost, a new one must be purchased.

Due to the alarming number of food allergies, students may not bring food or drink to class. This includes eating candy or chewing gum.

### *Dress Code*

Appropriate clothing for the season and place of instruction (school or Church building) should be worn. For safety reasons, students should not wear flip-flops or sneakers with wheels in them.

### *Electronic Devices*

Electronic devices such as tablets should not be brought to class. Cell phones may be brought to class, but must be turned off when class is in session.

## **VII. SACRAMENTS**

### *First Penance and First Holy Communion*

The sacramental preparation for First Holy Communion is a two (2) year process for children who **are Baptized** in the Catholic Church and who are in the 1<sup>st</sup> and 2<sup>nd</sup> grade. The first year consists of faith formation and the second year consists of immediate catechetical preparation for the Rite of Reconciliation and First Communion.

Children entering the program for the first time in the 3<sup>rd</sup> through 5<sup>th</sup> grade will be required to attend Sunday classes, as well as a Sacramental Class on the **1<sup>st</sup> and 3<sup>rd</sup> Tuesday of every month in the MCC from 6:30pm-8:00pm.**

\* If your child is transferring from another program and has completed at least one (1) year of catechesis, please provide a letter of proof upon registration.

### ***Confirmation***

Confirmation preparation is a parish based process which proceeds over two (2) full years. It builds on the consistent catechesis received from grades 1 through 8.

The goals of the Confirmation process are that all confirmandi: (a) Be empowered to make a commitment to the person of Jesus Christ, the Catholic Church and a Catholic Christian way of life; and (b) Be able to understand, appreciate, and articulate the basic doctrines of the Catholic faith and the principles of personal and social morality.

At the present time, it is recommended that the celebration of Confirmation be in the years of high school, freshman, sophomore and junior.

## ***VIII. CHILDREN BUILDING COMMUNITY***

3<sup>rd</sup> through 5<sup>th</sup> graders that have received the Sacraments of Baptism and First Communion will be required to volunteer at least **20 Hours of service** from September through May. Service opportunities include:

- \* Altar Servers
- \* Lectors at family Mass
- \* Participation in the Nativity Pageant
- \* Participation in the Stations of the Cross
- \* Family Choir



## ***IX. CONFIRMATION REQUIREMENTS***

### ***Mass and Class Participation:***

Confirmation Candidates are to attend weekly Sunday Mass at 11:00am in St. Paul R.C. Church followed by class from 12:00pm to 2:00pm in the MCC. **No more than three (3) absences will be allowed during the year.**

### ***Confirmation Patron Saint:***

Second Year candidates are required to research the life of a Saint and write a two (2) page report (typed) in their own words and not plagiarized. The Saint name will become the CONFIRMATION name under which the student will be confirmed. All 2<sup>nd</sup> Year candidates must present their report on **January 14, 2018!**

### ***Confirmation Sponsor:***

The Sponsor needs to be a practicing Catholic and 16 years old or older. The Sponsor cannot be the student's parent or step-parent. The sponsor is required and must submit a **"Sponsor Certificate Form"** which is a recommendation from their parish priest stating they have been Baptized, Confirmed and attend Mass each week. All 2<sup>nd</sup> Year Candidates must hand in their **Sponsor Certificate on January 28, 2018!**

### ***Confirmation Service Hours:***

Confirmation Candidates are to complete a total of 45 Service Hours at St. Paul R.C. Church. Hours are completed as follows: 20 hours during their 1st year and 25 hours during their 2nd year. **Personal Project Service Forms are due on March 4, 2018.** Some examples include, but are not limited to:

- Altar Servers
- CCD Aide
- Living Stations of the Cross during Holy Week
- Lectors
- Christmas Concert
- Youth Ministry Events
- Family Choir
- Diocese of Paterson Food Pantry, Paterson, NJ