

**OUR LADY OF GUADALUPE/
ST. PATRICK PARISH
CONFIRMATION CLASS
PARENT/STUDENT HANDBOOK**



***“Helping each other follow
Jesus Christ
on the Road to Heaven!”***

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RESPONSIBILITIES

The Role of the Parent or Guardian

- ❖ The Parent or Guardian has the **primary** and **sacred** responsibility to educate their child in the Catholic faith.
- ❖ Living the faith at home is **essential** to a child's growth and development.
- ❖ Studies show that the **values** of parents/guardians become the **values** of their children.
- ❖ Children mature **spiritually** and **morally** when they attend weekly Sunday or Saturday evening Mass with their parent/s.
- ❖ The OLG/SP Religious Education Program is established to **assist** parents and families in fulfilling this responsibility.
- ❖ *If parents share custody*, OLG/SP Religious Education Coordinator should be informed by the custodial parent of the rights of the noncustodial parent as these pertain to the child's participation in the program, as well as release from the program.

Out of Town Students

- ❖ *If you are not a resident of La Junta*, you will need a letter from your home pastor, giving his permission for you to attend class here.

MASS, RECONCILIATION AND HOLY DAY OF OBLIGATION ATTENDANCE:

- ❖ All Catholics have a lifelong obligation of love and service to God. As Catholics we believe that Sunday is a special day; it is the Lord's Day. This day should be kept special – free from work and everyday business. It is a serious duty and an important responsibility for all Catholics, young and old, to assemble on Saturday evenings or Sundays to attend Mass. The Mass nourishes us through Scripture and the Body and Blood of our Lord, and gives us strength to live the Christian life.
- ❖ Beginning in September and continuing through the year until Confirmation, students will keep their own Mass attendance record on the form provided in this packet. These records are closely monitored. **Each candidate must complete their form after each Mass and turn in regularly to his/her teacher.**
- ❖ Each student is highly encouraged to take advantage of the Sacrament of Reconciliation once a month. Jesus is waiting for you in the confessional, and He longs to forgive your sins. Now is the time to develop this as a life-long habit.
- ❖ OLG/SP Mass schedule: Saturday 4:00 pm, Sunday 8:30 am, 10:30 am, and 6:00 pm in Spanish.
Reconciliation times are 30 minutes before each weekend and week day Mass.
- ❖ **If you attend Mass at another Catholic Church:** The same guidelines for Mass attendance are applicable when traveling/vacationing. Ask that Priest to sign their parish bulletin, or have the Priest sign your mass attendance form. Please be sure that you hand in your forms or bulletins at class or to the Parish office.
- ❖ **If you will be unable to attend Mass:** If you know ahead of time that you will be unable to attend weekend Mass, notify your Parish Priest. If you miss Mass without a good reason, keep in mind that you should go to Confession before receiving Communion again. In the event of please email should be sent to cordova.louann@yahoo.com, explaining the absence from Mass. No texting please. We need something is writing to keep in the student's file.

Mass and Holy Day of Obligation attendance is a requirement for all Confirmation candidates, and will be recorded weekly. Even more than a requirement, this is an invitation to grow in your faith, and gives you strength to live a moral life that reflects the values and teachings of Jesus Christ.

**If a candidate's Mass attendance is low,
postponement of the Sacrament of Confirmation
will be necessary.**

CLASS ATTENDANCE

- ❖ **Absenteeism:** We believe that religious education and attendance at weekly Mass should be every Catholic family's priority—the "lifestyle" of the family. It is expected that each student attends weekly Confirmation classes at their scheduled time. Attendance is taken at each class. Students are not allowed to miss more than 2 classes. Missed assignments/chapters must be made up at the parish office, and students will not advance until all make up work is done. If missed work is not made up by the due date, the student's Confirmation date will be postponed. **A doctor's certificate must be provided to the parish explaining the medical reasons for any excessive absences.**
- ❖ **Arrival and Dismissal Procedure:** All students are to arrive in the Parish building, designated class room, five minutes before the scheduled class time. At the start of class, the doors will be locked for student safety. If the student is late to class, the student will need to make up that class as they will miss out on important information and prayer. Class could run anywhere from 1-2 hours depending on the curriculum for that day. We will encourage students to contact their family at the end of class for transportation.
- ❖ **Class Cancellation:** Cancellations due to inclement weather or for unforeseen circumstances will be announced to the parents via group text message. Make sure you provide a working cell phone number where you can receive text messages.
- ❖ **Discipleship Days:** About every three weeks during the confirmation class year, all religious education students and their families will meet at the Parish Hall for Discipleship Day, after the 10:30 AM Mass. Although it's not required, all Confirmation students are asked to attend each Discipleship Day, to help with set up, clean up, etc. Service hours will be given.
- ❖ **Students are asked to prepare for class instruction**
 - Complete homework and special assignments given.
 - Bring textbook, pencil or notebook to class each week.
 - Participate in class discussions and activities, inside and outside of class as requested.
 - Learn Prayers at each grade level.
 - Follow the laws, norms and guidelines that tell Catholics how to love God and neighbor. (i.e. The Ten Commandments, Corporal Works of Mercy, The Beatitudes, Spiritual Works of Mercy and the Laws of the Church.)

SERVICE HOURS

- ❖ Confirmation I Students are required to complete **15** hours community service. (Once you complete 15 hours, any additional hours will count toward your 2nd year hours.)
- ❖ Confirmation II Students are required to complete **25** hours community service.

All hours must be completed in order to receive the Holy Sacrament of Confirmation.

Parish Service hours opportunities/examples:

- Discipleship Day helper
- Annual bazaar
- St Patrick Dinner Auction
- Ministries at mass: Altar Server, Lector, Cantor/Choir, Usher
- Service as needed around the OLG/SP campus
- Active participation in Holy Week services (ask for details if you are interested)
- Attend any service (non-holy day of obligation) and write a 1 page reflection on your experience and what you learned

Other possibilities/examples:

- Yard work/chores for parishioners or elderly
- Donate time or materials to Pregnancy Center and/or Associated Charities
- Pueblo Youth Festival
- Activities as a group to raise funds for an approved cause
- PLEASE NOTE: You may come up with ideas of your own, but please ask your teacher for approval beforehand.

CONFIRMATION RETREAT

All 2nd year Confirmation students are required to attend all three nights of the Dan DeMatte Parish Mission/Confirmation retreat, as well as one other approved event.

All 1st year Confirmation students are required to attend all three nights of the Dan DeMatte Parish Mission/Confirmation retreat, and **highly encouraged to attend another approved event.** Please see the attached flyer. You will be notified of other opportunities as we hear about them.

Dan DeMatte speaks internationally to Catholic youth, and we are blessed to have him come to La Junta. This Parish Mission will be for all age groups!

(2nd YEAR) CONFIRMATION SAINT NAME AND REPORT

Each student will research and provide their catechist their Confirmation Saint name. The catechist will provide each student with information to research regarding their specific Saint and the catechist will conduct recorded interviews with the student regarding their Saint. The student must provide typed research documentation to the catechist but will not be able to utilize the typed research documentation in their interview. In other words, get to know your Saint and why you chose that Saint name. Due date for this letter will be determined at the beginning of Confirmation II class.

(2nd YEAR) CANDIDATE'S LETTER TO PARISH PRIEST

Each student will be required to type a one page letter to the Priest at OLGSP stating why Confirmation is important to the Church, their family and themselves as well as their desire to be Confirmed. Due date for this letter will be determined at the beginning of Confirmation II class.

(2nd YEAR) CONFIRMATION INTERVIEW

The Pastor at OLG/SP will visit with each student individually to determine their preparedness to receive the Sacrament of Confirmation. This will take place at the end of Confirmation II class.

In order to have your name placed on the list to be Confirmed, you must

- ✓ **Have good mass attendance.**
- ✓ **Complete all coursework, meeting all attendance requirements.**
- ✓ **Complete required service hours.**
- ✓ **Complete Saint's report.**
- ✓ ****Write letter to the Pastor. Schedule and complete your interview with the Pastor.**
- ✓ **Attend Dan DeMatte Retreat, plus one other approved event.**

Failure to complete all steps will result in postponement of your Confirmation date.

❖ CHOICE OF A SPONSOR

Realizing that following Jesus on this journey of faith can sometimes be difficult, the Church encourages us to turn to one another for prayer and support.

One extremely important decision is who to choose as your Baptism and/or Confirmation sponsor. This is more than just a “formality”. Sponsors, also known as Godparents, must offer solid support for the candidate’s faith life. For this reason, they must be carefully chosen. Select someone you know to be faith-filled, someone you can go to with questions about the faith and about life in general. Choosing someone who is actively living their Catholic faith will help you know their advice to you is solid. Pray about your decision!

- You may choose one or two sponsors. If you choose two sponsors, one must be male, one female.
- Sponsors must be at least 16 years old, fully initiated (Baptized and Confirmed), active Catholics in good standing with the Church.
- Parents of the candidate cannot serve as sponsors.
- Sponsors do not have to be a relative of the candidate.
- Your baptism Godparents can serve as Confirmation sponsors.
- If the sponsors you choose were Confirmed somewhere other than OLG/SP, they will need to request a copy of their Confirmation certificate from that parish. Please do this step as soon as possible.
- If they live out of town and do not attend Mass at OLG/SP, they will have to provide a letter from their Pastor, stating that they are active Catholics in good standing with the Church. Request this letter as soon as possible.
- If your sponsors live close, invite them to attend Mass and/or class with you.
- Whether close or far away, spend time talking to your sponsors about their faith and what they believe.

TEENS: SAVE THESE DATES!

All teens in our Parish are invited to attend any of the following events, whether enrolled in Faith Formation or not.

- **October 13-15** The Sisters of Life will offer a retreat at St. Pius X Parish in Pueblo on. Invited are all High-School and College-Age young people, especially those preparing for Confirmation, since each of us is being called to accept our particular mission/vocation within the life of the Church, as revealed & fueled by the Holy Spirit! www.sistersoflife.org/

- **October 28** Southwest Catholic Youth Conference with Steve Angrisano. Now in its 6th year, SWCYC allows Catholic youth the opportunity to gather in faith and hear messages of faith, chastity and encouragement. Runs Saturday from 10 AM – 9 PM at McGee Park Convention Center, Farmington NM 87401. Cost is \$25.00. Featuring our own Bishop Stephen Berg and Fr. Carl Wertin, as well as Disney Star David Henrie and other nationally known Catholic speakers. www.lifeguardlaplata.org or on Facebook

- **December 10, 11, 12** Our Lady of Guadalupe/St Patrick Parish Mission/Confirmation Retreat with **Dan DeMatte “The Holiness Revolution”**. Sunday –Tuesday, 6:45 – 8:30 PM. Dan is an internationally famous speaker and star of the reality TV show “God or the Girl”. He urges teens to be amazed by Jesus and to follow Him radically. We are unbelievably blessed to have him here in La Junta. You won’t want to miss this amazing opportunity to be challenged to grow in faith! <http://dynamiccatholic.com/events/holiness-revolution>

REQUIRED FOR ALL CONFIRMATION STUDENTS!

- **February 2 & 3, 2018** NET Confirmation Retreat at St. Francis de Sales/Our Lady of Guadalupe in Lamar

- **February 10 or 11, 2018** Pueblo Catholic Youth Festival Featuring Musician and Speaker Jesse Manibusan. **Middle School Rally on Saturday February 10. High School Youth Festival on Sunday February 11.** (*Catechist Enrichment Day also on Sunday for Faith Formation Teachers*). To be held at St Joseph Catholic Parish, 1145 South Aspen Rd, Pueblo, CO. For more info contact Linda Davis at Our Lady of the Meadows, 719.561.3580 ext 20, or lindadavis81004@yahoo.com **Check out Jesse at www.jessemanibusan.com**

YEAR 1 CONFIRMATION STUDENTS: Attendance at all three nights of the Dan DeMatte Parish Mission **IS REQUIRED**. Attendance at one of the other events IS HIGHLY ENCOURAGED!

YEAR 2 CONFIRMATION STUDENTS: Attendance at all three nights of the Dan DeMatte Parish Mission, **plus one of the other events, IS REQUIRED**. Make your plans now!

For info about any of the above events, including fees and travel arrangements contact Louann at 719-384-4342 or cordova.louann@yahoo.com

Mass and Holy Day of Obligation Attendance Form
When complete please turn in to Confirmation Teacher or Parish Office

Student Name: _____

Date: _____ Mass Time: _____

Express briefly what stood out to you, or what you learned, today at mass. (For more room, use the back.)

Date: _____ Mass Time: _____

Express briefly what stood out to you, or what you learned, today at mass. (For more room, use the back.)

Date: _____ Mass Time: _____

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Date: _____ Mass Time: _____

Express briefly what stood out to you, or what you learned, today at mass. (For more room, use the back.)

Student Volunteer Form

Supervisor in charge and student will need to complete this form.
When complete please turn in to Confirmation Teacher or Parish Office

Student Name: _____

Date: _____ Start time: _____ End time: _____

What did you do? _____

Who did you do it for? _____

Who supervised your work? _____ Phone #: _____

Signature of adult supervisor: _____

Student: Where/How did you encounter God in this project:

Service hours are time spent helping someone else, without pay. If the service hours count for another group, such as an organization for school, they do not count toward your Confirmation Service Hours.

OLG/SP USE ONLY

Form received by: _____

Date received: _____ # of hours _____

Approved: _____

Confirmation Contract

- ❖ **Contract:** Confirmation students and parents are required to sign two copies of the Confirmation Contract. Parents will sign both at time of registration; Students will sign both during their first class. A signed copy of the Contract will be returned to the parents.
- ❖ **Mass, Holy Day of Obligation and Reconciliation Attendance:** We agree to all Mass attendance requirements and Reconciliation recommendations, as outlined on page 3.
- ❖ **Class Attendance and Code of Conduct:** We agree to all attendance and rules of conduct as outlined on pages 4 and 5.
- ❖ **Service Hours:** We understand the community service hours required, as outlined on page 6.
- ❖ **Confirmation Retreat:** All 2nd year Confirmation students are required to attend all three nights of the Dan DeMatte Parish Mission/Confirmation retreat, as well as one other approved event. All 1st year Confirmation students are required to attend all three nights of the Dan DeMatte Parish Mission/Confirmation retreat, and highly encouraged to attend another approved event. Please see the attached flyer. You will be notified of other opportunities as we hear about them.
- ❖ **(2ND YEAR) Confirmation Saint Name and Report:** We have read and agree to the requirements regarding a Saint's Name and Report as outlined on page 6.
- ❖ **(2ND YEAR) Candidate's letter to OLG/SP Pastor:** We have read and understand the requirements regarding a letter and interview with the Pastor, as detailed on page 6.
- ❖ The Confirmation program at OLG/SP is based on the Diocese of Pueblo Recommendations. We will try to accommodate individual needs. ***However, failure to meet the Diocesan requirements will postpone your Confirmation date.***

By signing this, I have acknowledged that I have received and agree to the requirements listed above and detailed in the OLG/SP parent/student hand book.

Signatures are required. Please return both signed copies to OLG/SP and/or your instructor.

Parent Signature _____ Date: _____

Parent Printed Name: _____ Cell Phone _____

Student Signature: _____ Date: _____

Student Printed Name: _____ Cell Phone: _____

*Parent/Student copy

CODE OF CONDUCT

- ❖ Students are expected to:
 1. Attend class on time, with their textbook and any other materials requested by the teacher.
 2. Listen and cooperate with the teacher and other adults in the classroom.
 3. Respect the property of others in the classroom and throughout OLG/SP.
 4. Turn off cell phones/electronic devices during class time, unless needed for class. Keep in pocket or purse at all times, or with the teacher. If cell phones are being abused, they will be collected during class and returned to the student at the end of class! NO EXCEPTIONS.
 5. Refrain from wearing hats indoors during class time.
 6. Refrain from name calling, teasing, hitting, inappropriate touching, running, or the throwing of anything on OLG/SP property.
- ❖ **Consequences for poor behavior increase depending on the offense**
- ❖ For the first incident, the catechist will issue a verbal warning. After that ...
- ❖ Removal from class to visit OLG/SP Coordinator for consultation (one hour community service penalty for students and reaffirmation of commitment by parent/s.)
- ❖ Written warning/phone call from OLG/SP Coordinator to parent/s advising next offense may result in expulsion.
- ❖ **Chronic repetition of poor, disrespectful, or inappropriate behavior will result in expulsion from the Confirmation program until the candidate demonstrates a desire to continue and the maturity to do so.**

Please keep in mind that the teachers are volunteers and dedicate their time and efforts to teaching your child/ren and are deserving of their respect. Kindly read and review these guidelines with your child/ren.

**Each Confirmation student will sign this code of conduct on the first day of class in the presence of their teacher.

Student
signature _____ date: _____

Student Printed name: _____

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Parent Signature _____ Date: _____

Parent Printed Name: _____ Cell Phone _____

Student Signature: _____ Date: _____

Student Printed Name: _____ Cell Phone: _____

*OLG/SP copy

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Student
signature _____ date: _____

Student Printed name: _____