

REGISTRATION SCHEDULE FOR THE 2017-2018 SCHOOL YEAR

You can register your child during the following days and times:

Tuesday April 18, 2017 through Thursday May 18, 2017

DAYTIME HOURS: Monday through Thursday 9:00 am – 5:00 pm

EVENING HOURS: Monday through Wednesday 7:00 pm – 8:00 pm (except for May 3rd)

WEEKEND HOURS: Saturday mornings 9:00 am – 11:00 am (except for May 6th)

LAST DAY OF REGISTRATION IS THURSDAY MAY 18, 2017

Any registration forms received after Thursday May 18th will be subject to a late fee. You run the risk at that time of losing your child's class spot.

If you are trying to change your child's class day, there is a spot on the registration form. If we cannot accommodate your wishes to be switched, you will be contacted.

****Registration in Person** – an individual needs to bring the form, any documentation, and payment to the Religious Education Office. **Your registration cannot be processed until we receive all documents and payment. Please know that you run the risk of losing your specific day placement if the registration is not complete by May 18th**

Make-up Classes will be held during the week of May 15, 2017. Parents will be contacted. If your child does not come to the make-up class, they will not be advanced to the next grade.

CLASS SCHEDULE

Grades 1 thru 5 - Mon, Tues, Wed, Thurs - 3:15 to 4:45 p.m.

If your child cannot make the start of afternoon class at 3:15, we offer Saturday classes

Grades 1 thru 7 Saturday's - 9:00-10:30 am

Grade 6 Monday eve / **Grade 7** Tuesday eve / **Grade 8** Wednesday eve all at 6:45–8:15 pm

Please note: Grades 6th and 7th has a Saturday class offered if you cannot attend evening classes

REGISTRATION and Other FEES

Payment is due at the time of registration - with check or cash only. If you need to speak about registration or payment privately, call me directly now to set up a meeting, do not wait until after May 18th. Unfortunately, I will be unable to discuss any private matters on the days of registration.

All students are required to have 2 consecutive formal years of Religious Education before receiving the Sacrament of First Holy Communion and 8 consecutive formal years of Religious Education before receiving the Sacrament of Confirmation.

Children new to the program – Bring a copy of Baptism Certificate (unless Baptized at H.I.). Submit other Sacrament forms and transcripts for grades 2-8. On the registration you will need to request a first choice *and* a second choice of day they wish to attend. We will try our best to honor your request but cannot guarantee specific day placement. You will be called if neither of your choice can be arranged.

If your child has any specific learning needs and or medical conditions which may result in extraordinary accommodations, please set up an appointment to meet with Maria Lamorgese.

Please note students in grades **6th, 7th and 8th**, may not be with the same group from year to year. The decision of student placement and class size will be made within the Religious Education office.

Attendance is expected at Mass. Please refer to our Bulletin for the listing of Mass times. Please use your offering envelope if you are not enrolled in Parish Pay.

Your child's placement and start of day will be mailed to you in August/ September along with the Religious Education calendar. Your child will receive the workbook on their first day of class. You will also have an opportunity to meet the Catechist (teacher) on the first day of class.

HOLY INNOCENTS RELIGIOUS EDUCATION PROGRAM 2017 – 2018

Last Name of **Child/ren**: _____ Parish Pay _____ or Envelope # _____
 Mailing Address: _____
 City: _____ State: _____ Zip: _____
 PRIMARY Phone for Communications: (____) _____ Home phone (____) _____
 Mother: _____ (____) _____ (____) _____
 First plus maiden name Mother's Cell Mother's Work Phone Number
 Father: _____ (____) _____ (____) _____
 Name Father's Cell Father's Work Phone Number
 Mother's Religion _____ Father's Religion _____ Marital status of parents _____

PRIMARY e-mail _____

List ALL Children who will be in our 2017-2018 Program

First Name(s)	M F	Birthday	Name of Public School in Sept.	Rel. Ed. Grade in Sept.	2-5 th gr day attending	Change to <u>if possible.</u>
New to program					1st choice day	2nd choice day

CLASSES: *Class size will be fifteen (15) students or less. If a class does not have a Catechist, arrangements will need to be made.*

FIRST GRADE OR NEW STUDENTS TO PROGRAM

- Students new to our program-list first and second choice of day.
- Submit a copy of their Baptismal certificate and any other sacraments received.
- **IF BAPTIZED AT HOLY INNOCENTS, BAPTISMAL DATE:** _____ (copy of certificate is not needed)

Discount offered to those who volunteer in our program September –May

Catechist – free tuition (except sacrament fee)

Assistant/Hall Monitor/Office Assistant – ½ tuition (except for sacrament fee)

Registration: *one* Child \$310. / for *two* Children \$350 / for *three* or more Children \$390. \$ _____

Sacraments: **Reconciliation/Communion** add \$75.00 per child + \$ _____

Sacraments: **Confirmation** add \$100.00 per child + \$ _____

FAMILY NOT REGISTERED WITH HOLY INNOCENTS PARISH add \$100.00 + \$ _____

Registered after May 18, 2017 – Processing late fee \$100.00 + \$ _____

Total Amount Due = \$ _____

-----DO NOT WRITE BELOW--- OFFICE USE ONLY -----

Total Due \$ _____

Amount Paid \$ _____

Payment date: Mo _____ /Day _____ /Yr _____ Check # _____ Cash _____

Last Name of Child/ren: _____

Special Needs/Medical Condition: Are there any learning needs (ex: ADD, ADHD, or any learning accommodations in school) or any Medical Conditions/Allergies? Yes / No If yes, please let us know how best to work with your child.

Child's Name _____ **Details:** _____

Child's Name _____ **Details:** _____

EMERGENCY CONTACTS:

OR: If parent/guardian cannot be reached in the event of non-emergency or illness which requires child to be picked up

Name: _____ Local Phone: _____

Cell: _____ Relationship: _____

Photo Release: Sign only if you do not want photos of your child/ren used. I understand that pictures and/or videos of my child may be posted in the Church, Social Hall, and/or Religious Education space. They may also be used for slideshows and/or homemade DVDs to be shown in class, parent meetings, Parish events and/or Parish gatherings.

*If you **do not** want your Child's picture to be used, Sign here* _____
(Do not use Photos of my Child / Children)

VOLUNTEER

I WOULD LIKE TO OFFER MY SERVICES IN THE FOLLOWING WAY / CIRCLE CHOICE:

_____ Catechist (Teacher)	Mon	Tue	Wed	Thurs	Sat	Mon Eve	Tue Eve	Wed Eve
_____ Catechist Assistant	Mon	Tue	Wed	Thurs	Sat	Mon Eve	Tue Eve	Wed Eve
_____ Hall Monitor	Mon	Tue	Wed	Thurs	Sat	Mon Eve	Tue Eve	Wed Eve
_____ Substitute	Mon	Tue	Wed	Thurs	Sat	Mon Eve	Tue Eve	Wed Eve
_____ Principal (sit at desk)	Mon	Tue	Wed	Thurs	Sat	Mon Eve	Tue Eve	Wed Eve

Please indicate Grade requesting _____

Volunteers:

- Please include e-mail address and phone number where I can contact you to verify your responsibilities, grade level, any paperwork that needs to be completed or renewed.

E-mail _____ phone (_____) _____

- All Volunteers will be asked to complete an Application, Background Check, and participate in Safe Environment Training. Background Checks are renewed every six years.
- Catechists (teachers) are provided with: Archdiocesan Guidelines for Catechesis, Curriculum, Catechist Manual, resources and Program Calendar.

Notes or Requests from volunteer: