

**ST. MARTIN DE PORRES CATHOLIC CHURCH  
FAITH FORMATION POLICY**

THIS FORM MUST BE SIGNED AND RETURNED WITH YOUR REQUIRED PAYMENT OF THE REGISTRATION FEE.

We encourage that the Parents/Legal Guardian of the faith formation student be a registered member of St. Martin de Porres Catholic Church and attend Mass regularly.

**Attendance:** Faith Formation is a very important aspect of the religious education for your children. We take attendance seriously and will call you if your child misses three classes to understand why. Your child is important to us!

**Safety and Security of the building and of your child/children:**

- All students and parents must enter the main entrance. Please drop off and pick up your child at the door of his/her classroom inside the building.
- Students are not allowed in a classroom without a teacher being present.
- Please be on time. The class will promptly start as stated in the session. The door will automatically lock 10 minutes after starting the Faith Formation session and will automatically open 5 minutes before the end of the session.
- Students who are in grade 1-4 must be accompanied by a parent/guardian to the classroom upon arrival. We ask that you pick up your child in the same manner. If someone else other than parents pick up the child, we ask that you let the child's teacher know at the beginning of the school year and he/she must be 10 years of age or older.

**For Sacramental Class:**

- Sacramental classes (Eucharist, Confirmation) requires two consecutive years' enrollment in Faith Formation. Therefore, a child must have one previous year of formal Catholic education to be eligible for the Sacrament classes. He or she must also attend Mass regularly. Students enrolled in a Sacramental class are only allowed up to 3 absences for the year. The only reasons for an excused absence are as follows:
  - o Student illness
  - o Death in the family
  - o Hazardous road conditions
  - o Reasonable circumstances approved by the Director of Religious Education/Pastor
- First Communion age is 7 or older. Confirmation age is high school age (grade 9 or older)
- Parents, especially parents of sacramental students, are required to attend parent meeting(s) as explained on faith formation calendar.
- RCIA for children: unbaptized 8 or older requires two consecutive years' enrollment in Faith Formation.

**Electronic Devices:**

In order to foster a focused learning experience for the students, appropriate behavior and common courtesy, at every grade level, are expected. **NO ELECTRONICS ARE ALLOWED BEFORE OR DURING FAITH FORMATION CLASSES!** If your child brings such items and uses them during class time, the teacher may hold the item and return it to the student at the end of the class.

- o First Incident: Warning
- o Second Incident: Student will stay after class to talk to teacher.
- o Third Incident: Student will be sent to talk with the Director of Religious Education. At that time parent will be called.
- o Fourth Incident: Parent will be called to set up meeting where the student, parent and Religion director will discuss alternatives.

**Registration Fee:**

Registration is not complete until fee is paid or arrangements have been made. This fee covers textbook, materials, and facility maintenance.

- o One child: \$65.00                      Two children: \$125.00                      Three children or more: \$175.00

By signing below, we have read and agree to accept and follow the Faith Formation Policy of St. Martin de Porres Church.

<hr/> <b>Print name of parent/guardian</b>	<hr/> <b>Parent/Guardian signature</b>	<hr/> <b>Date</b>
<hr/> <b>Student name</b>	<hr/> <b>Student name</b>	<hr/> <b>Student name</b>
<hr/> <b>Student name</b>	<hr/> <b>Student name</b>	<hr/> <b>Student name</b>