

*Good and loving Creator  
you are the author of all that is  
good and holy.*

*We ask you to send your Holy Spirit  
Upon our middle school youth and  
bless them with your patience,  
inspire them with your joy, and  
nurture them with your compassion.*

*In their journey to follow Jesus, encourage  
them with holiness and peace. In times  
of confusion and uncertainty, guide them  
with your wisdom and truth.*

*May they always look to you for  
strength and guidance. We also ask you to  
send your blessing upon Crossings, allow  
this Program to always be a source of  
inspiration, acceptance, and love.*

*May all those who minister in Crossings  
walk always in the light of Christ and  
bring our young people ever closer to  
your Son Jesus.*

*We ask this through Christ our Lord  
Amen*



## CROSSINGS

### PSR GRADES 6-8

#### Parish School of Religion

#### Parent Handbook 2019-20

(revised 08/22/19)

#### Mission Statement

The goal of our St. Gabriel Parish School of Religion is to offer the young people of our parish an opportunity to learn and proclaim the message of the Gospel, to be involved in service to others, and to grow in their relationship with Jesus Christ.

**WHEN: Sunday's 6:00 – 7:30 PM**

**WHERE: All grades meet in the Gym**

**(Unless otherwise noted)**

#### St. Gabriel Parish

9925 Johnnycake Ridge Rd., Concord, OH 44060

Religious Education Office: 440-354-7551

Parish Office: 440-352-8282

Parish Website: [www.st-gabriel.org](http://www.st-gabriel.org)



## **2019-20 BOKjr ACTIVITY SCHEDULE**

**SATURDAY NOVEMBER 16**  
Community Day of Service

### **February 1**

Souper Bowl Event – Family Event 4:30 to 8pm

### **June 8-11**

BOKjr Kingdom Camp  
for students going into 7<sup>th</sup>, 8<sup>th</sup> or 9<sup>th</sup> grade  
10<sup>th</sup>, 11<sup>th</sup> or 12<sup>th</sup> grade students can be  
counselors

### **JUNE 15-19**

Vacation Bible School Leader

**PSR GRADES 6-8**  
**COORDINATING STAFF**

**Regina Skrtic**  
Coordinator

**Rachel Troha**  
Administrative Coordinator

**Paul Kelly**  
Director of Youth Faith  
Formation and Ministry

2019-20  
"Crossings" Schedule 6:00 - 7:30 PM (All Sessions)

September 8 class #1  
**NEW Parent and Student Orientation**  
September 15 class #2  
September 22 class #3  
September 29 class#4  
October 6 class #5  
October 13 class #6  
October 20 class#7  
October 27 class #8  
November 3 class #9  
November 10 class #10  
**November 16 class #11 Community Day of Service**  
November 17 class #12  
November 24 class#13  
**December 1 NO CLASS**  
December 8 class #14  
December 15 class #15  
**\*\* Christmas Break (December 22-January 4)**  
January 5 class #16  
January 12 class #17  
**January 19 NO CLASS MLK DAY**  
January 26 class #18  
February 1 – class #19 Souper Bowl, Saturday Service Opportunity  
**February 2 NO CLASS**  
February 9 class #20  
**February 16 NO CLASS PRESIDENTS' DAY**  
February 23 class #21  
**February 25~ 7:00–8:00 pm**  
**Called to Protect Parent Information Session**  
**February 26 Ash Wednesday**  
March 1class #22  
**March 8 NO CLASS Confirmation**  
March 15 class #23  
March 22 class #24  
March 29 class #25  
April 5 class #26  
**April 12 NO CLASS EASTER**  
April 19 class#27  
**April 26 class #28 Closing Ceremony 8<sup>th</sup> grade graduation**

## REPORTING POLICY

Principals and Coordinators are asked to publish the following reporting policy in all Faculty Handbooks:

### Suspected Child Abuse or Neglect Reporting Policy

If you know, believe or have a reasonable cause to suspect that a child under eighteen years of age or a mentally retarded, developmentally disabled, or a physically impaired child under twenty-one years of age has suffered or faces a threat of suffering any physical or mental wound injury, disability, or condition of a nature that reasonably indicates abuse \*\* or neglect of the child you SHALL immediately report that knowledge or reasonable cause to suspect to:

1. Lake County Department Job and Family Services @ 440-350-4000 and/or Lake County Sheriff's Department @911.

### **You SHALL also:**

1. Immediately notify your Principal or Program Coordinator that a report has been made, or jointly make that call together; the Principal would then report the same to the Bishop's Office or Br. Patrick Shea.

\*\*Examples include, but are not limited to, physical abuse, sexual abuse, and emotional abuse.

### Confidentiality Agreement:

All details of suspected and/or reported abuse are to be kept strictly confidential except for reporting requirements. *(reviewed and approved by Bro. Patrick Shea, Legal Office, Diocese of Cleveland- Mar 17, 2010)*

## **Called to Protect**

Praesidium's "CALLED TO PROTECT" is a multi-media training program focused on matters of personal safety, abuse prevention and the creation of safe environments for children in Preschool through 12<sup>th</sup> grade. It does not replace the **VIRTUS** training for employees and volunteers, but is supplementary to that. This first-ever program designed specifically for parents and children in Preschool through 12<sup>th</sup> grade is based upon the latest child development research on how children and youth can best protect themselves.

## **PSR GRADES 1-8**

Called to Protect lessons will be woven into classes during regular class times. **An annual parent meeting will be offered on February 25<sup>th</sup>, 2020 at 7:00 pm** to cover such topics as how offenders gain access to children, warning signs to look for in children and adults, and actions to take when noticed. The parent meeting is for parents new to our program and for those parents who missed the meeting last year. More information will be given to you later on in the year through e-mail communication.

## **ATTIRE**

Appropriate church attire is encouraged. What your child wears to their school during the day is appropriate. Please be mindful that the purpose of each session is to grow in faith both individually and as a group. Clothes or accessories that may be distracting to that purpose or the Crossings mission statement should not be worn. Unacceptable attire includes shoes with wheels, clothes with inappropriate writing/logos, or anything that shows the midriff.

## **ARRIVAL PROCEDURE**

The doors by the MultiPurpose Room (MPR) will be unlocked at 5:50 pm. Please drop your son/daughter off at these doors where they will check in at the Attendance Table and proceed inside. **The doors to the MPR will be locked at 6:15 pm. NOTE: Should you arrive**

**after that time, please go to the Main Entrance of the school.**

## **DISMISSAL PROCEDURES**

The MPR doors will open at 7:25 PM or 5 minutes prior to dismissal. Drivers **MUST** park their vehicle and walk into the school MPR. Students will be dismissed from their discussion table. Please wait **QUIETLY in the hallway until we open for dismissal.**

## **DISCIPLINE PROCEDURE**

A verbal warning from the Core Team member will be given to the youth who is exhibiting bad behavior. If the conduct continues, the youth will be timed out of the group and would discuss the situation with Regina Skrtic. If the inappropriate behavior persists, the youth's parents will be called and the parents will be asked to pick up their child for the remainder of the session. A conference will be held with the parents to discuss the issue before returning to the program.

## **ELECTRONIC DEVICES**

**We ask that students NOT bring games, Ipods, cell phones or any electronic devices to Crossings as it will interfere with the activities taking place. Items that disrupt the session will be taken and returned to the parent.**

## **CARPOOLING**

If you intend to carpool with another family or your children are to be picked up by someone other than the parent/legal guardian, **you MUST complete the Authorized Persons for Student Release Form.** No one other than the parent/guardian may take children home unless this form has been submitted.

## **EARLY RELEASE**

Please have your son/daughter present a note to the person at the Attendance Table should they need to leave early. An adult will be present at the MPR doors to meet you at the designated time.

## **EMAIL**

With all of our communication being done via email, we ask that you please make sure we have your current email address on file and that you check it regularly. A weekly notice will go out to families towards the end of the week along with other notices that may need to be shared. Please call Rachel Troha in the Religious Education Office at 354-7551 or email her directly at: [rtroha@st-gabriel.org](mailto:rtroha@st-gabriel.org) if you are not receiving them.

## **SNOW DAYS**

Coordinators will confer on PSR days as to whether or not the session needs to be cancelled. Closings will be announced on the radio (AM radio WBKC 1460, WTAM 1100), television (WEWS Channel 5, WKYC Channel 3), and the parish website ([www.st-gabriel.org](http://www.st-gabriel.org)). We will also be sending an email notifying everyone that our class is cancelled

## **IMPORTANT FORMS**

For the safety of your children, the following forms listed below are required to be completed for **ALL** children registered in the program. We appreciate your cooperation in this important matter.

- ⇒ **Emergency Form / Students with Academic Challenges**
- ⇒ **Authorized Persons for Student Release (Carpooling)**
- ⇒ **KI Consent Form**
- ⇒ **Photo Release Form**

**Please keep the Religious Education Office updated on your emergency contact numbers along with email addresses to assure us being able to reach you if needed. Should a significant accident / injury or damage to property occur, an incident report will be filled out by the catechist and all parties involved will sign a copy.**

## **Attendance Policy**

Consistent week to week and year to year attendance in our Parish Youth Faith Formation programs is necessary for a child to achieve full growth in his or her Catholic faith. The following represents the St. Gabriel Youth Faith Formation Attendance policy:

After each absence an e-mail will be sent to advise that your child was not at Crossings. Make up work will be given to your son or daughter at the beginning of the next class and they will be able to complete the work during class.

We do take attendance each week. If attendance becomes a long term issue, we will contact families about our Bridges Catch up program.

If your child will be out for an extended period of time for any reason, please contact our Office at 354-7551 to discuss options that will keep your child on their Formation track this year. Our goal is to work together to meet the needs of each family.

## **TEXTBOOK MATERIALS**

Our students will be using the *Catholic Connections Handbook* from Saint Mary's Press. The handbook is a visually appealing, youth-friendly presentation of the Catholic faith. We will continue to use our Breakthrough Bibles as an additional teaching and learning resource.

**BIBLES:** All 6th, 7th and 8th graders received a youth bible last year. Incoming 6th graders and any new students will receive their bible by September 22<sup>nd</sup>.

**IMPORTANT NOTE: Students are to bring their Bible to Crossings each week. Replacement cost is \$20.00.**