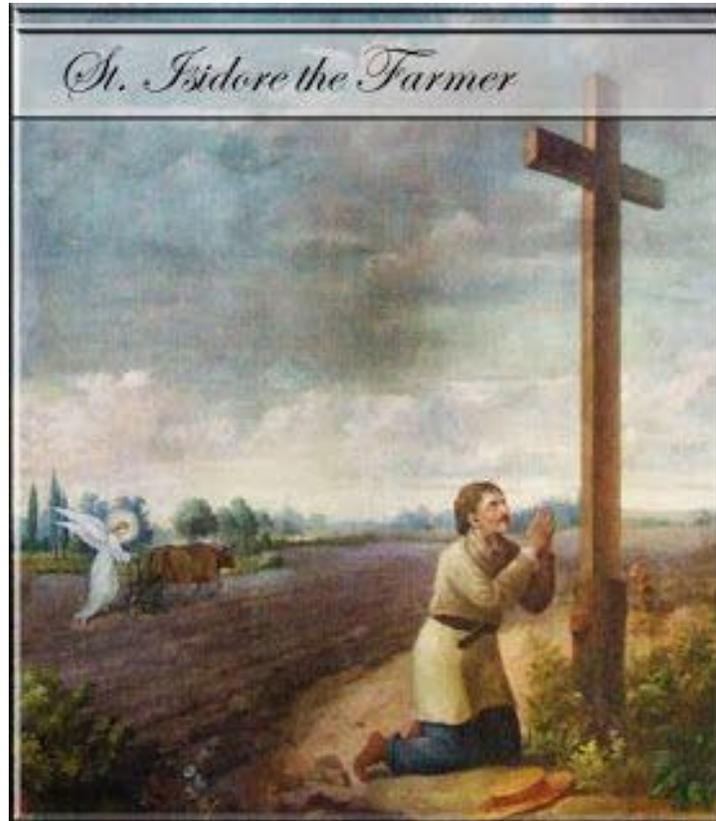


Saint Isidore Catholic Church

Parish Religious Education Program (PREP)

Family Handbook



"Faith cannot be taught; it must be lived."

Forming Intentional Disciples of Jesus Christ

"The definitive aim of catechesis is to put people not only in touch but in communion, in intimacy, with Jesus Christ" (Catechesi Tradendae #5)

Saint Isidore (Feast Day May 15th)

- + We know very little of the life of Saint Isidore, who spent most of his life serving as a peasant-farmer in the service of a wealthy landowner near Madrid, Spain.
- + A devout man, Isidore would visit local churches and shrines and was known for praying as he worked in the fields.
- + A famous legend about Saint Isidore relates that one day, when he should have been serving in the fields, he had stayed too long at morning Mass. When the landowner heard that Isidore was not working, he rushed to the fields to catch him only to discover angels guiding the plough and Isidore standing in prayer nearby.
- + Saint Isidore the Farmer died in 1130. He was canonized in 1622 in the same ceremony as Saints Ignatius Loyola, Teresa of Avila, Philip Neri, and Francis Xavier.
- + The relics of Saint Isidore are enshrined in the Church of St. Andrew in Madrid and he is honored as a patron saint of farmers and of the Catholic Rural Life Conference of the United States.

The wife of Saint Isidore the Farmer, known as *Maria de la Cabeza*, cause for Sainthood is currently in process, within the Congregation for the Causes of Saints. Her memory is celebrated on September 9 and her relics are enshrined alongside those of her husband.

For reflection

“The good man out of the good treasure of his heart produces good, and the evil man out of his evil treasure produces evil; for out of the abundance of the heart his mouth speaks.” —Luke 6:45

PRAYER TO ST. ISIDORE

Good Saint, we are told that your devotion to the Holy Sacrifice of the Mass was so great that you would rise before it was light in order to be able to attend Mass before beginning your work in the fields. Obtain for us, we pray to you, some of that loving devotion to the Holy Sacrifice of the Mass. There it is that the fruits of our farm labor, bread and wine, are brought and offered to God by the priest. Then, in the consecration, Christ Himself, Body and Blood, Soul and Divinity, becomes present on our altars under the appearances of this same bread and wine. And in what was the altar bread, He comes to us to be the very food of our souls. If we deeply realize the value and beauty of Holy Mass, we will be very happy to attend as often as we possibly can.

Help us to understand that in the Mass we offer ourselves to God with Christ by the hands of the priest. There we can bring to God all that we do, and offer it to Him in union with His Holy Sacrifice. The more often we do this now, the happier we shall be hereafter. Good Saint Isidore, bless us and our labors, that we may someday reap the reward of good works with you in heaven. Amen.

THIS HANDBOOK CONTAINS CERTAIN POLICIES AND PROCEDURES FOR SAINT ISIDORE PARISH RELIGIOUS EDUCATION PROGRAM (HEREIN KNOWN AS PREP). PREP MAY CHANGE ANY OF ITS POLICIES AND PROCEDURES AS NEEDED AND APPLY THEM AS CIRCUMSTANCES DICTATE.

IN THE EVENT OF SUCH A CHANGE PARENTS WILL BE GIVEN PROMPT NOTIFICATION AND PROVIDED WITH AN ADDENDUM IF NECESSARY.

IF YOU HAVE QUESTIONS ABOUT A PARTICULAR POLICY OR PROCEDURE PLEASE CONTACT THE PROGRAM DIRECTOR.

STUDENTS AND PARENTS MUST ACCEPT AND ABIDE BY THE POLICIES AND PROCEDURES CONTAINED IN THIS HANDBOOK IN ORDER FOR THE STUDENT TO ATTEND THE PREP PROGRAM.

UNIVERSAL STATEMENT OF CATHOLICITY

"Catechesis describes the essential ministry of the (Catholic) Church through which the teachings of Christ have been passed on to believers throughout the ages...Catechesis is an education in the faith of children, young people and adults which includes the teaching of Christian doctrine" of the Roman Catholic Church. (*National Directory for Catechesis*, no.1, United States Conference of Catholic Bishops)

Keeping in mind that all the baptized have a right to catechesis, every person, however limited, is capable of growth in holiness (*General Directory for Catechesis*, no. 189). Catechetical and sacramental programs are inclusive of parishioners with disabilities and may need to be adapted for some parishioners with disabilities.

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MISSION STATEMENT & PROGRAM PHILOSOPHY

PROGRAM PHILOSOPHY

Canon Law, the law of the Church, states that “parents above others are obliged to form their children in the faith and practice of Christian life by word and example (Can. 774 §2). The General Directory for Catechesis, the National Directory for Catechesis, and many other Church documents echo this sentiment. At your child's baptism, you accepted "the responsibility of training your child in the practice of the faith" and acknowledged "your duty to bring your child up to keep God's commandments as Christ taught us, by loving God and our neighbor" (Rite of Baptism). St Isidore Parish recognizes and affirms parents in their role as the primary catechists of their children. Its parish religious education programs exist to assist parents in fulfilling their obligation by providing them with a formal, structured, and planned program of catechesis and formation.

MISSION STATEMENT

The mission of Saint Isidore Parish Religious Education is to form intentional disciples of Jesus Christ. We accomplish this mission by teaching and forming families in the knowledge of our Roman Catholic faith and participation in the Church's sacramental life. We believe this can best be achieved by both educating our children and leading them into a closer relationship with God.

CORE PRINCIPLES

Saint Isidore PREP exists solely for the purpose of evangelizing the students and their families in the gospel of Jesus Christ in order to deepen their awareness and understanding of God's loving presence in their lives, to strengthen their relationship with God as Father, Son and Spirit, to provide them with opportunities to live and give witness to their Catholic faith, and to form them in a life of intentional discipleship. The challenge of being an intentional disciple is central to the development of each student, family, and staff member.

To achieve our mission, the core principles listed below form the foundation and strength of hope that we assist parents in cultivating their hearts, minds and souls, and those of their children in order to become the person God has called and created them to be.

- To nurture and develop the dignity of the individual as a unique child of God who is created in His image and likeness and a reflection of His goodness.
- To instill in each individual a faith in Jesus Christ as our Lord and Savior and foster a committed response to His love as intentional disciples.
- To present the doctrine of the Catholic faith as both knowledge to be learned and as life to be lived.
- To live in awareness that sacramental life is central to expressing our love for God and that the Holy Sacrifice of the Mass and the Real Presence of our Lord in the Eucharist is the source and summit of our faith.
- To seek the Lord's infinite mercy, love, and the very gift of Himself in the sacraments of Penance (Reconciliation) and Eucharist (Communion).
- To cultivate a reverence for God's Word and an understanding of how God uses His Word to speak to us.

- To seek the example of Mary and the Saints as they model for us how we can become the Saint God has called and created each of us to be.
- To develop the individual's moral life through sound catechesis that properly forms the conscience through the practical application of the Gospel message, Commandments, Beatitudes, and the Corporal and Spiritual Works of Mercy.
- To embrace the virtues as the key to living our daily life as Catholic Christians.
- To foster communion with God through Prayer and growth in the individual's spiritual life through the Mass, Rosary, personal prayer, and devotions that are experienced through participation in our programs.
- To realize the profound truth that God has created all things for His glory and honor and that the dignity of creation and especially the human person need to be respected accordingly.

In addition, the Religious Education PREPs assist parents in their God given role as educators in the faith life of their children by:

- Providing religious education classes for children.
- Providing opportunities for prayer, adoration, service, liturgy, and stewardship within the program for students, parents, and families.
- Providing opportunities for families to participate in liturgies, seasonal activities, and works of mercy.

Providing regular opportunities for families to become involved in participant assignments and projects.

ABOUT THE PROGRAM

PREP is an anagram abbreviation for Parish Religious Education Program. Families who enroll their children in PREP must be enrolled as parishioners of St. Isidore R. C. Church. If you are not yet registered, please contact the Parish Office 215-536-4389 or izzyparoff@comcast.net to register your family.

New Students

New registrations are accepted by September 30th only. A new student is defined as one who was not previously enrolled in St. Isidore PREP. PREP families must be registered as parishioners of St. Isidore Church before completing PREP registration. If the student was not baptized at St. Isidore Church, a Baptismal certificate must be present for verification at the time of registration. Parents of children who were baptized at St. Isidore Church needs to present an appropriate date. Proof of any prior religious education may be required.

Returning Students

Re-registration begins in March every year. a link will be posted on our website as well as a link to the Parish Giving Page to complete the form online. Please contact the PREP office if you wish a paper copy of the form. Payment is needed at time of registration.

Sacramental Prep

Two years of formal religious education are required in order to receive the Sacraments of Reconciliation, Eucharist, and Confirmation, unless special circumstances dictate at

the discretion of the DRE and St. Isidore's parish administrative staff. See the section "Sacramental Preparation for more information.

Unbaptized children

All children in PREP must be baptized members of the Catholic faith in order to attend classes. If the student was not baptized at St. Isidore Church, a Baptismal certificate must be presented for verification at the time of registration. Arrangements for children to be baptized can be made by visiting or calling the Parish Office at 215-536-4389.

Home Based Catechesis

For parents who wish to catechize their children at home (and not attend in-person PREP classes), a home based catechesis is offered. Please speak to the DRE for more information on this program. **Click on Link ~ [Home Based Catechesis Page 20](#)**

Special Needs Students

The PREP program is always willing to accommodate students with special needs. Please note the accommodation that your child is in need of in the Registration Form and speak to the Program Director.

Children Completing Initiation

The RCIA with children is a process that invites any child aged 7 to 16 interested in searching the Catholic Faith to discover what the Catholic Church teaches and believes. It is open to unbaptized children, children baptized in another faith, and children who may be baptized but who have not yet received their first communion and have not attended regular Catholic School or PREP.

Vacation Bible School

VBS is held annually in the summer and organized by parent volunteers with assistance from the PREP Office. Registration information will be posted in the parish bulletin.

Class Sessions and Times

PREP classes are a traditional classroom model for catechesis. Children in grades 1-6 attend a weekly class where they are instructed by a catechist. Religious Education classes are offered during the following sessions:

Wednesday 4:45 PM- 6:00 PM

Wednesday 6:30 PM- 7:45 PM

PREP is held at Saint Isidore School on Broad Street. Classroom assignments will be posted the first day of the session. P.R.E.P. begins in September and ends the last week of April.

PROGRAM FEES

PREP fees are a necessary part of the PREP and help ensure that the PREP can provide students and their families with the most current and best catechetical resources for their formation needs.

In the event that a student voluntarily leaves the PREP during the program year, or is dismissed from the PREP for any reason including, but not limited to poor attendance, a disciplinary incident, or the possession of drugs, drug paraphernalia, or a weapon on parish property, no refund of tuition or material fees will be made to the family.

In addition, there may be certain material fees associated with sacramental preparation that are in addition to the PREP fee. These material fees cover incidentals associated with sacramental preparation, including, but not limited to, sacramental enrichment packets, retreat experiences, guest speakers, certificates, etc. These fees have separate due dates which will be provided to families of sacramental candidates under separate cover.

Tuition covers the cost of each student's textbook and other necessary materials for PREP students. It also helps to defray costs and salaries of paid staff.

PARISH GIVING

Registration and payment for both In-Person and Home-Based PREP can be made by (clicking on the Parish Giving link) - bank transfer/debit card/credit card through [PARISH GIVING](#).

In order to be enrolled in PREP, there is a necessary tuition fee for every family enrolled. The tuition prices are as followed:

(IN-PERSON)

Tuition	Before July 31st	After August 1st
One Child	\$190	\$265
Two Children	\$330	\$405
Three (or more) Children	\$380	\$455

(HOME BASED)

Tuition	Before July 31st	After August 1st
One Child	\$75	\$100
Two Children	\$150	\$175
Three (or more) Children	\$225	\$250

SCRIP PROGRAM

The Scrip program allows parents, alumni or friends of St. Isidore to purchase gift cards at face value through the [Shop With Scrip](#) website. A percentage of your purchase is rebated to your account. This amount (minus an annual processing fee used to cover postage) is used to offset tuition costs for the **next** school year. The [MyScripWallet](#) website provides access to e-cards from your smartphone or other mobile device. When used regularly, scrip can help you offset tuition expenses by hundreds or even thousands of dollars! The Scrip year usually runs from the last Monday in April of the current year to the last Sunday in April of the following year. Tuition credits will be applied to the FOLLOWING PREP year.

- These cards may be physical and/or e-cards.
- There may be a refillable option depending on the retailer.
- There may be a Scrip Now option that delivers an e-card to your email in minutes.
- A Presto Pay option exists that lets you direct debit your checking account for purchases for a small fee.

To sign-up, go to www.shopwithscrip.com, click on create account tab, register using the St. Isidore enrollment code: 22BA877517128 and you can start ordering scrip.

Coordination for Scrip is handled by Karen Maginnis in the Parish Center, and she can be contacted at isidorescrip@comcast.net for more information.

POLICIES AND PROCEDURES

APPOINTMENTS

Our PREP is scheduled for every Wednesday, with the exception of major holidays and major parish events. While the PREP recognizes the difficulty in scheduling various appointments, the scheduling of doctor and other appointments should not be made during program hours except for cases of emergency, in which case the parent agrees to complete any missed work and lessons at home. Late arrivals or early dismissals due to medical appointments are strongly discouraged, and early dismissals due to extracurricular or sports related activities are not permitted.

If an appointment or activity will result in your child arriving more than 15 minutes late, or being dismissed more than 15 minutes early, the student is **not** to attend class, but rather to complete the work assigned that week at home. See **Student Absences** for details.

ARRIVAL- DISMISSAL PROCEDURES

Students are to report to St Isidore School, located at 603 West Broad Street no earlier than 4:40 PM / 6:25 PM depending on which session you are assigned. Students are to enter the school via the main front entrance. Supervision of students will be available as soon as there is an adult in each classroom the doors will be opened. Students are to report directly to their assigned classrooms.

For the Safety of our students and staff, and to comply with the Safe Environment Policy of the Archdiocese of Philadelphia, parents are not permitted to enter the school building during arrival time or dismissal unless on official business with the program.

STUDENT DROP-OFF PROCEDURE

All cars must enter the 4th Street parking lot entrance and proceed to the front of the school. When there is an adult in every classroom the main doors will then be open. Please wait until your car has come to a complete stop and your child(ren) is instructed to exit the vehicle. (This will average about 3-4 cars at a time). **DO NOT DROP YOUR CHILD OFF IN THE PARKING LOT.** Proceed to exit the lot (one way only) and make a right onto Broad Street. **NO LEFT HAND TURN ALLOWED. VEHICLES ARE NOT PERMITTED TO MAKE A RIGHT ONTO BROAD AND THEN LEFT ONTO 6TH STREET DURING DROP OFF OR PICK UP TIMES.**

STUDENT PICK-UP PROCEDURES

All cars must enter the 4th street parking lot and follow volunteer instructions to park. You will then line up at the front entrance. At the time of dismissal we will allow 5-7 parents in at a time to pick up their child(ren) in the gym and exit out the back corner. Proceed to exit the lot (one way only) and make a right onto Broad Street. **NO LEFT HAND TURN ALLOWED. VEHICLES ARE NOT PERMITTED TO MAKE A RIGHT ONTO BROAD AND THEN LEFT ONTO 6TH STREET DURING DROP OFF OR PICK UP TIMES.**

Staff will be on hand to help supervise the families as they dismiss. Parents and those responsible for picking up your children are expected to follow the directions of staff members in the parking lot. They are there to help ensure the safety of your children and should be respected by both adults and students alike.

PARENTS ON OFFICIAL BUSINESS ARE TO USE THE FRONT SCHOOL ENTRANCE. AT NO TIME IS A PARENT ALLOWED IN THE HALLWAYS OR CLASSROOMS.

STUDENT / FAMILIES CANNOT WALK TO PREP

Due to the layout of the St Isidore's School Campus and its location on Broad Street. It is not safe for students- families to be walking at night in the parking lot and surrounding areas. Therefore, all students must be dropped off / picked up using the **Arrival - Dismissal Procedures.**

CARPOOL POLICY

It is not the duty or obligation of a catechist/volunteer or other parent / guardian to provide transportation to or from the program for students or their families. Any one that provides transportation for students other than their own does so at their own peril and that individual's insurance is solely applicable. Parent Permission must be on file if this is a weekly occurrence to release that child to another family. Request Form from Program Director.

If your child is going home with another family you must email the Program Director dre@stisidoreprep.com before 3 p.m. that Wednesday before classes. If you are unable to email then two notes must be sent in- one to the teacher and other for the Program Director.

ALL CHILDREN WAITING TO BE PICKED UP WILL ALWAYS HAVE TWO ADULTS PRESENT WHILE WAITING FOR A RIDE.

CUSTODY POLICY

The PREP will not become involved in adjudicating the rights of parents in relation to the custody of their children. Therefore, if a parent is separated, divorced, or unmarried, it is the responsibility of both biological parents to provide the program director with the latest, most up-to-date Custodial Order or Custody Agreement. The PREP will request these documents at the time of registration. If either Custodial Order or Custody Agreement changes during the course of the year, it remains the responsibility of both biological parents to provide the revised document to the program director immediately. This is also true in the event that such an agreement is issued after the time of enrollment. In the absence of such documentation the program will and must assume that parents share legal custody.

Our program abides by the provisions of the Buckley Amendment with respect to the rights of non-custodial parents. In the absence of a court order to the contrary, our program will provide the non-custodial parent with access to the records and other program related information regarding the child. If there is a court order specifying that there is to be no information given, it is the responsibility of the custodial parent to provide the program director with an official and the latest copy of the court order.

If a court order prohibits releasing a child into the custody of a non-custodial parent, it is the responsibility of the custodial parent to provide the program director with an official copy of the court order or custody section of the divorce decree.

In situations with shared legal custody, the parish program expects the cooperation of both parents, especially in regards to sacramental preparation and celebrations.

DRESS CODE

We expect students to dress in a manner that reflects the virtue of modesty. General guidelines to which all students are expected to adhere are listed below:

- Students should dress comfortably according to the weather, but modesty in dress must be maintained at all times.
- Short shorts, bare midriffs, t-shirts with inappropriate images or sayings are not permitted.
- Heelys skate shoes are not permitted.

The program director reserves the right to exclude students from class until dress code violations have been addressed. The program director will make the final determination as to what is and is not appropriate attire.

ELECTRONIC DEVICES

The PREP realizes that devices such as cell phones and smartphones have become a necessary and convenient tool in maintaining communication between parents and children. In order to prevent such devices from becoming a distraction while in class we have established the following policy:

- Students who bring cell phones or smartphones to school must keep these devices turned off and out of sight in book bags. At no time during the session are students permitted to use such devices.

The program director reserves the right to revoke this privilege for any student who uses the device during the program. Any misuse of an electronic device during program hours will result in the student leaving the device in the PREP Office until dismissal time or the loss of permission to bring the device to the program.

Other electronic devices such as video games, iPods, iPads, mp3 players, etc., may not be brought to the program and are considered contraband. These items will be confiscated and returned to parents only. The PREP is not responsible for damage to or loss of any electronic device that a student brings to the program.

ENROLLMENT

Saint Isidore PREP is structured around incremental learning. That is, each year builds upon and expands the learning of the previous year. Therefore, it is essential that participants remain enrolled in the program consistently from year-to-year.

Any student who does not re-enroll in the program for a period of one year or more and who does not enroll in another PREP, or Catholic School during that period will be placed in the grade level they were scheduled to attend prior to their leaving the program (e.g., after completing 3rd grade a student does not re-enroll in any program until 6th grade. The student has missed two years of formation and will therefore be placed into a 4th grade class upon re-enrollment).

Any student who does not complete the program year due to voluntarily withdrawing from the program, being dismissed from the program because of a disciplinary incident, or failing to meet the program requirements will be required to repeat the grade level upon re-enrollment.

The Archdiocese of Philadelphia REQUIRES a minimum of two consecutive years of formation prior to a child receiving a sacrament. Students who leave the program following First Holy Communion in grade 2 and re-enroll in grade 6 in order to receive Confirmation DO NOT meet this requirement. Therefore, their reception of Confirmation will be deferred until they satisfy this requirement.

FAMILY VACATIONS

We understand that work schedules and family finances may preclude families from taking vacations during the summer months when school is not in session. While family vacations during the school year may prove to be relaxing and rewarding for students and their families

they do present difficulties for some students and for catechists. Please make every effort not to plan family vacations during the school year.

Should a family elect to take a family vacation during the school year, The PREP will be under no obligation to provide materials and lessons, including assignments, homework, and projects in advance of such an absence. However, parents are responsible for making up any missed class work with their children prior to their return to the program. Parents are to consult with their child's Class Calendar for information on assignments. See **Student Absences** for details on parental expectations with regard to missed class work and assignments.

FIRST AID POLICY

Emergency Contact information is kept in the office during PREP hours. Please contact the Coordinator if there are any changes to your child's emergency contact information.

ILLNESS

No child will be sent home without the knowledge of the parent, guardian or authorized person. Since the program has limited facilities for sick children, parents are asked to respond as promptly as possible when a child becomes ill. If your child is ill before PREP, please do not send them. Your child should be free from fever for at least 24 hours before returning to class. Other children's welfare could be affected adversely if your child comes to classes sick.

MEDICATIONS

Catechists, assistants and staff members shall not be required to administer medications of any type to students. Parents and guardians are responsible for administering medication to their children. Parents or legal guardians may authorize their child to self administer a medication if the following procedure is followed:

- With a written note to the Director of Religious Education from the parents or legal guardians a child may administer their own medication in the presence of the Director of Religious Education only.
- All medication must be left in the Director's office.
- ALL medication must be clearly labeled by a licensed pharmacy detailing name of student, contents, dosage and doctor's name.
- All student medication will be administered by the Director or other authorized adult designated by the parent in the above written note.
- Students may not bring any medications (prescription or over the counter) to class.
- The Director and catechist may approve the use of cough drops with a written note from the parent / guardian. The Director and catechist, not the student, will administer the cough drops provided by the parent.

INTERNAL LOCKDOWN

It has become necessary for programs to prepare for potential emergency situations that may occur within the school building or in the area surrounding the school. Should a situation present itself where the safety of students and staff might be jeopardized, the internal lockdown protocol will be employed. Students and catechists will be restricted to their

classrooms and will not be permitted to leave the school building until the area has been deemed safe or the emergency situation has been resolved.

Internal lock downs may be called for by the program director or local authorities in response to an immediate threat to safety. Parents will **NOT** be able to access the school building during an internal lockdown until the school has been given the all clear by local authorities. For the safety and well-being of our students and staff **no exceptions** will be made.

LATENESS

Classes begin promptly at 4:45 PM. and 6:30 PM. We allow students to report to their classrooms as early as an adult is in each classroom. Any participant arriving after 5:00 PM 6:45 PM will be considered late. Students arriving late are to report to the main entrance of the school building. They will sign in, and the lateness will be documented. Excessive or chronic lateness will be addressed with parents by the program director. This could also affect the students ability to receive a completion of that year and the loss of receiving the Sacraments that calendar year.

WEDNESDAY NIGHT CONTACT NUMBER

Please contact the School gym number if you are running late at 215-529-4526.

PHOTO / VIDEO / LIVE STREAMING

Unless otherwise noted you give permission for your child's name and/or image to appear on the parish website, bulletin boards, newspaper articles, parish bulletin, synchronous remote learning which may be recorded and posted on the parish website, and live-streamed and/or recorded liturgies and events associated with the parish religious education program.

Please email the PREP office directly if you choose not to have your child's image published.

SNACK FREE ZONE

In response to the many PREP students with food allergies, the PREP is making every reasonable accommodation to lessen the possibility of exposure to food allergens by designating all classrooms as Snack Free Zones. This policy is to be followed before, during and after PREP time.

If there is an occasion for a special celebration, which includes special foods or snacks, the event shall be held in a communal PREP setting, such as the school gym. A parent or guardian of a student with a food allergy must be present at such gatherings or provide a snack for his/her child(ren).

ATTENDANCE

Thirty five hours of Religious instruction are required by the Archdiocese of Philadelphia. It is also recommended that a child repeat the level if frequent absence occurs (10-15%). Typically, this means three (3) unexcused absences.

Regular and consistent attendance in PREP classes is essential in helping students master knowledge of their faith. Attendance is one of several key factors considered when determining student eligibility for promotion to the next level.

STUDENT ABSENCE

Poor attendance can negatively impact a student's ability to attain a proficient mastery of their faith. The following policies have been adopted to ensure that students succeed in mastering knowledge of their faith and the core content for their grade level:

- When a child misses a class, they are required to make up any missed material/work/reading.
- If long term absence occurs due to illness or family situations, contact the DRE to discuss a plan to complete grade level requirements.
- If your child has more than three unexcused absences, a meeting with the DRE must be scheduled and a year-end performance interview must be completed along with the requirements listed below before they are promoted or make sacraments.

EXTENDED ABSENCES DUE TO ILLNESS

An extended absence due to illness is defined as an absence that spans three or more consecutive weeks. Parents should be in regular contact with the program director during an extended absence so that we may work in partnership to ensure that missed assignments and class work are completed during the extended absence, and to keep the student's formation and instruction up to date. Parents are responsible for completing missed assignments and class work with their children as outlined under the "STUDENT ABSENCE" policy. A student's mastery may be assessed through appropriate reviews to ensure proficient mastery has been achieved for prolonged absences due to illness. In addition, a doctor's note will be required upon the student's return to class.

SAFE ENVIRONMENT PROGRAM

EMPLOYEES, STAFF, VOLUNTEERS

Saint Isidore Religious Education programs participate in and adhere to the Safe Environment PREP (SEP) mandated by the Archdiocese of Philadelphia. This policy has been in effect in all Archdiocesan parishes, schools, and children's programs since 2002, and has undergone several revisions as the SEP and State Law have evolved.

All program employees, staff, and volunteers who have direct contact with children are subject to State Police Background and Child Abuse History Clearance Checks prior to their serving in ministry. They are also required to participate in several training programs, including training on PA State Law concerning the mandated reporting of child abuse. These trainings are designed to help adults provide for a safe environment in which young people can learn, and to inform volunteers of their obligations and rights as a mandated reporter of child abuse. Clearances must be completed prior to working in an environment with children. Training sessions must be completed within 90 days of beginning service with children.

Volunteers are welcomed and encouraged to share their gifts of time and talent in service to the program. We are always seeking additional volunteers to assist with the arrival and dismissal of students, to serve as hall monitors or classroom aides, and to serve as catechists.

All parents/guardians are required to abide by the Safe Environment PREP of the Archdiocese of Philadelphia, which includes the following:

REQUIRED TRAININGS

- **Safe Environment Training session.** This training is mandated by and provided through the Archdiocese of Philadelphia. The training session is about two and a half hours long and must be completed by new employees and volunteers within 90 days of beginning service with Saint Albert the Great PREP. This training needs to be completed one time only.
- **Standards of Ministerial Behavior and Boundaries (SMBB).** All volunteers and employees must agree in writing to abide by and uphold the SMBB, which will be presented at the *Safe Environment Training Session*.
- **Mandated Reporter Training:** This training is required by PA State Law and is provided by the Archdiocese of Philadelphia. It consists of three 20 minutes training modules, which can be completed online. This training will be updated from time to time as PA State Law requires. Volunteers will be notified when this training requires updating. The entire training must be completed within 14 days of beginning service with Saint Albert the Great PREP.

REQUIRED BACKGROUND CHECKS

- **PA State Police Criminal Record Check.** To be completed prior to beginning service with Saint Albert the Great PREP (free for volunteers). Must be renewed every five years.
- **PA Child Abuse History Clearance.** To be completed prior to beginning service with the Saint Albert the Great PREP (free for volunteers). Must be renewed every five years.
- **Federal Background Check (Fingerprinting):** Required only of volunteers who reside outside of Pennsylvania or who have resided outside Pennsylvania any time within the last 10 years (fee paid for by the volunteer and reimbursed by the parish once the processed clearance and receipt for payment have been submitted). To be completed prior to beginning service in Saint Albert the Great PREP. Must be renewed every five years until 10 years of PA residency is attained. Thereafter, the volunteer must submit a *Disclosure Statement Application* every five years (see next bullet point).
- **Disclosure Statement Application.** To be completed every five years by volunteers who have resided in PA for at least 10 years.

It is a top priority to ensure that all PREP staff and volunteers meet state and Archdiocesan requirements prior to serving in our program. Volunteers please follow these links and instructions.

- Attendance at one Safe Environment, [Protecting God's Children Awareness Session](#) offered by the Archdiocese of Philadelphia.
- [Pennsylvania State Police Clearance](#)
- [Pennsylvania Child Abuse History Clearance](#)

KIDTALK

In addition to the above requirements for employees and volunteers who have direct contact with children in a parish setting, all students in the Archdiocese of Philadelphia take part in grade appropriate lessons on the topic of personal safety. These lessons have been completely

revised in 2019 and are now known as "KidTalk." Catechists in the PREP are responsible for administering these lessons, the curriculum for which is provided by the Archdiocesan Office of Catholic Education in conjunction with the Office for Children and Youth Protection. These lessons are presented to all students during the last week of February and are noted on the yearly calendar that is provided to the parents of program participants.

Lessons on Safe Environment are presented to the PREP students once a year in every grade level. These lessons are necessary and required to be taught. Parent are welcome to view the materials used in these lessons on the Archdiocesan Child and Youth Protection website: <https://childyouthprotection.org/docs/Kid-Talk-complete-binder-11-22-19.pdf>

Parents who wish to preclude their children from participating in these lessons must submit a written request to the program director, which will become part of the student's permanent record. A copy of the parental request will also be submitted to the Archdiocesan Office for Children and Youth Protection per their policy. Such written requests must be renewed yearly.

SNOW EMERGENCIES & PROGRAM CANCELLATIONS

CHECK THE WEBSITE Stlsidoreprep.com.

IF THERE IS NO PUBLIC SCHOOL, THERE ARE NO PREP CLASSES This rule holds true even if the weather and roads return to normal later in the day. **IF SCHOOL IS DISMISSED EARLY OR AFTERNOON ACTIVITIES ARE CANCELLED, PREP IS ALSO CANCELLED.**

Check the website or email if you are unsure. If class needs to be cancelled for staff or building reasons, you will receive an email as early as possible.

While PREP classes will not be gathering in person during these times, catechists will be providing assignments for students to complete at home and be turned in the following week.

COMPLETING ASSIGNMENTS DURING PROGRAM CANCELLATIONS

In the event of a program cancellation, parents are responsible for implementing that week's lesson at home with their children.

Catechists will email out assignments to be completed.

PARENTS - VISITORS TO THE SCHOOL BUILDING

In order to provide for and maintain a safe environment for our students, no one is permitted to enter the school building without permission of the program director or his designee. ***THIS INCLUDES ARRIVAL AND DISMISSAL TIMES.*** Parents/Guardians or relatives who need to drop off materials or make contact with program staff must report to the front desk. No parents or visitors will be permitted access to any of the classrooms, facilities, restrooms.

- ***NO ONE IS PERMITTED TO ENTER ANY OTHER AREA OF THE SCHOOL BUILDING WITHOUT THE EXPRESSED PERMISSION OF THE PROGRAM DIRECTOR OR HIS DESIGNEE.***
- No visitor is permitted to allow another person to enter the school building unless directed to do so by the program director or another member of the program staff.

- All visitors are required to exit via the main school entrance. For the safety and security of our program participants and staff, no other exit is permitted to be used.

FORMATION & ACADEMIC LIFE

ASSESSMENTS

Students need to exhibit proficient mastery of the required material for their grade level to be considered for promotion at the end of the year. Assessing student progress provides feedback to students, parents, and catechists alike, and allows corrective measures to be taken when indicated to help ensure that proficient mastery is attained.

The PREP's goal is to help students not only come to know their faith and the teachings of Christ Jesus and his Church, but to also enable them to live their faith as a disciple of Christ Jesus. To help achieve this goal catechists will administer various formative assessments to students over the course of each semester. Formative assessments are used to monitor student learning in order to provide ongoing feedback to catechists and students in order to improve learning. Specifically, formative assessments help students identify their strengths and weaknesses so that they and catechists can target areas that need work. Formative assessments also enable catechists to take immediate steps to address areas of student struggle once identified. The assessment process allows the PREP to provide objective feedback on and evaluation of the students' mastery of the material presented.

Assessments will be administered at the discretion of the catechists, and may be formal (such as a quiz or a chapter/unit review) or informal (such as a classroom debate, review games, class/group discussion, etc.) In the event of a formal assessment, catechists will provide a minimum of one week's advanced notice to students. All catechists are expected to administer a minimum of three assessments for each marking period. Modified assessments may be provided to those students with documented learning challenges.

As a tool, the assessment will provide feedback to students, parents, and catechists, on topics and concepts that require further review and study. Help will be provided to students when indicated and parental involvement may be required to ensure successful outcomes.

There is a mid year assessment and final assessment required to be completed by the Archdiocese of Philadelphia that must be completed in order to be promoted to the next grade level.

CLASS PARTICIPATION

Students must come to class ready to participate in the planned activities. No lesson or activity will prove worthwhile if students do not participate in them. Participation also means that students come to class prepared for class. Students must ensure that they have the proper materials for class including, but not limited to, their textbook, writing implement, and copybook.

Students that report to class without a textbook for the first time may be able to borrow one from the Program. The second offence they will be charged a \$5.00 fee.

Students that lose their textbook and a replacement is needed will be charged \$25.00 Replacement fee. See **Textbooks** for additional details. Additional supplies may be required and will be conveyed by catechists.

CURRICULUM

The curriculum for the PREP follows the religion guidelines established by the Archdiocese of Philadelphia. These Guidelines may be viewed and downloaded by parents at: <http://phillyocf.org/prep-resources/>.

In addition to the religion guidelines, the PREP will follow the Archdiocesan scope and sequence. The scope and sequence will direct learning objectives and the sequence that core concepts are presented to students. Therefore, it is important for parents to note that in order to meet the objectives outlined in the scope and sequence for a particular grade level, a catechist may not be teaching chapters sequentially. The scope and sequences of the Archdiocese may also be obtained using the link above.

HOME BASED

“Catechesis describes the essential ministry of the Church through which the teachings of Christ have been passed on to believers throughout the ages.... Catechesis is an education in the faith of children, young people and adults.” (National Directory for Catechesis, no.1)

Home-based catechesis is understood as the work of Catholic parents/guardians who undertake the formal religious education of their own child(ren) for any length of time and in their home.

Your child will be assigned a catechist for their grade level. All communication and assignments will be through them. Each catechist will have their own PREP email assigned to them for communication.

Please follow the link below for an overview for Home Based Families -

[HOME BASED HANDBOOK](#)

DISCIPLINE

The PREP is designed to assist parents with the faith formation of their children, as well as foster values and behavior that are in accord with Catholic Church teaching and a life of discipleship. The program has **NO TOLERANCE** for behaviors that are contrary to Catholic faith and morals, or the Gospel, including but not limited to ongoing acts of obstinacy, improper language, fighting, physical, emotional or psychological intimidation, bullying, vandalism, demeaning behavior such as name-calling, obscene language or gestures, and harassment (including but not limited to social media posts, texting, emails, etc.). Such behaviors violate the central teaching of our faith and will not be tolerated in any form from students or their family members.

These categories do not cover every possible situation. The program director makes the final determination of what is considered appropriate or inappropriate behavior, both in and out of

class, in the PREP generally, and outside the PREP, where such improper behavior affects the PREP community. The program director will make the final determination as to what behaviors warrant disciplinary action.

Conduct by students or parents/guardians, or anyone acting on their behalf, incompatible with the educational and religious mission of the parish is grounds for disciplinary action, including but not limited to, immediate dismissal of the participant, as well as reporting the incident to the appropriate legal authorities where appropriate.

In addition, in the case of threats of violence or harassment, in any form, including oral, written, or electronic (including but not limited to social media posts, texting, emails, etc.), by a student against any member of the program community, the student, if suspended but not dismissed, may be required to have psychological or psychiatric clearance before returning to the program.

In the event a student engages in any of the above listed behaviors or any other inappropriate conduct, and has failed to respond to a catechist's attempt to stop or correct the behavior, the student will be removed from the classroom and the student's parents/guardians will be immediately notified by the program director. Depending on the nature and severity of the incident the program director will

1. Schedule a conference with the parents/guardians, student, and catechist to address the incident.
2. Suspend the student from the program. In the event that a student is suspended from the program due to a disciplinary incident, the parents/guardians will be required to complete missed classroom assignments with their child at home in accord with our attendance policies. These assignments must be completed by the time the student returns from suspension. Failure to complete missed assignments during the suspension may result in dismissal from the program.
3. Dismiss the student from the program. In the event that a student is dismissed from the program due to a disciplinary incident, the parents/guardians will be provided with the option of having their child repeat his or her current grade level the following school year, opting to enroll in another PREP at a neighboring parish, or completing the program year by homeschooling their child in accord with the home schooling policies of the PREP and the Archdiocese of Philadelphia. No refund of tuition or material fees will be made regardless of which option is selected by parents.

The program director reserves the right to supersede the forgoing course of action depending on the particular circumstances of any given situation.

BULLYING

A safe, secure, and respectful environment is necessary for participants to learn, achieve, and build appropriate relationships with others. The PREP refuses to accept any behaviors that hinder or undermine such an environment. Therefore, acts of harassment, hazing, intimidation and bullying (including cyber bullying and the like) are unacceptable behaviors and are prohibited in our programs. PREP personnel cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are

not under their direct supervision. However, to the extent such conduct affects the environment of the PREP, and the rights and welfare of the students, and is within the control of the PREP in its normal operations, it is the PREP's intent to prevent bullying and thus, will take action to investigate, respond, discipline and remediate any acts of bullying. Administration and the catechetical staff are to demonstrate appropriate behavior by treating others with civility and respect, and being aware of and not tolerating harassment, intimidation, hazing and bullying, etc. If incidents do occur, students should be able to report and know that the inappropriate behavior will be dealt with promptly and effectively. There will be no retaliation against a victim, reporter, or witness.

Bullying involves actions or words against another for the purpose of inflicting physical or emotional harm or discomfort or damage to a person's reputation that is intimidating or threatening and affects the learning and program environments. The following describes types of bullying but is not an exhaustive list.

- Hitting, kicking, shoving, spitting, hair pulling, or throwing something
- Getting another person to hit or harm a student
- Teasing, name-calling, making critical remarks or threatening in person or by other means
- Demeaning and making another the victim of jokes
- Making rude and/or threatening gestures
- Excluding or rejecting the student
- Intimidating (bullying), extorting or exploiting
- Spreading hurtful rumors or gossip

If the bully is threatening harm, a student should tell a catechist, adult volunteer and/or the program director immediately so that action can be taken to remediate the situation. Parents/guardians and the pastor will be notified of the situation, and Law Enforcement Officials may be contacted if warranted (e.g., someone threatened with a weapon, terroristic threats, etc.).

CONTRABAND

BRINGING CONTRABAND TO PROGRAM SESSIONS IS STRICTLY PROHIBITED AND WILL BE CONFISCATED AND RETURNED TO PARENTS/GUARDIANS ONLY! Depending on the contraband confiscated, the proper legal authorities could be notified.

- Items considered contraband include, but are not limited to gum, toys, electronic games, iPods, iPads, mp3 players, weapons, drugs, alcohol, and tobacco products.
- It is unlawful for minors to be in the possession of alcohol or tobacco products. Students found to be in the possession of such products may be immediately suspended from the program. Depending on the contraband confiscated, the proper legal authorities could be notified.
- Students may be immediately dismissed from the program and all proper and necessary authorities could be notified if they or their family members bring weapons, drugs or drug paraphernalia of any kind onto parish property.

SEARCH AND SEIZURE

- It is the policy of the PREP to respect the privacy of its students. However, in the event that a student is suspected of having weapons or drugs in his/her possession, or is

believed to be a threat to himself/herself or others, the program director will be notified immediately. The program director will conduct a search with an adult staff member as a witness. Refusal on the part of the student to cooperate will result in the parents/guardians being contacted and asked to assist with the search. Parental refusal to cooperate will result in the student's immediate dismissal from the program. Depending on the reason for the search and seizure Quakertown Police may be notified for the safety and protection of everyone in our Program.

VANDALISM

The PREP shares space with the St Isidore School community. As such it is imperative that a healthy relationship be maintained between the two programs. All students are expected to respect parish property, which includes the school facilities and all items in the classroom.

At no time are PREP students permitted to use, touch, or borrow any material or items from the desks of St Isidore School students. Catechists are provided with classroom supplies and other essentials and will make them available to students when needed.

Incidents of vandalism to parish property, including school facilities, and the property of St Isidore School students will be taken most seriously. The parents of any student who is found to be responsible for an incident of vandalism will be required to make restitution for the damage inflicted. The school and parish will prosecute violators to the fullest extent of the law and take appropriate disciplinary action which may include suspension or dismissal from the program for serious acts of vandalism.

FAMILY ROLE

Most of our catechists are parents who work and are busy with family responsibilities. They have spent time preparing their classrooms, their lessons, and their hearts. They have also committed additional time to workshops, seminars and meetings in order to provide their students with the best faith sharing leadership possible. In order to support the commitment these dedicated members of our parish have made to our youth, we are outlining the following responsibilities:

- **Homework!** Please cooperate with our teachers and the spiritual goals that have been set forth for your children by enforcing the completion of all assignments.
- **On time drop off** - this assists the teacher to maximize the limited time they have with your child for faith formation.
- **ENCOURAGE RESPECT FOR TEACHERS, STAFF AND CLASSROOMS!!!** We share the classrooms with the St. Isidore teachers and students. We must respect EVERYTHING in the classrooms and buildings.
- Open and ongoing communication with catechists (Let them know if there is a special occasion, will be absent etc.)
- Respond to all communication right away- many times it's time sensitive and they are awaiting responses from many people.
- NOTIFY CATECHIST AND PREP OFFICE of changes in address, phone numbers, custody issues, email address.
- ATTEND PARISH PRAYER SERVICES and ask the child what stood out to them.
- ATTEND MASS REGULARLY AS A FAMILY - and ask the child what stood out to

them. The best religious education that your child can receive is consistent Mass attendance.

HOMEWORK

Homework is a vital part of the formational and instructional component of the program as it helps students reinforce and broaden classroom learning. As such, all catechists are required to assign homework each week. Homework assignments will be used to reinforce the day's lessons and should be reviewed by parents for quality and completeness. Homework may consist of online eAssessments, worksheets, completing assignments in the textbook, study and memorization, projects, web activities, or any other means deemed appropriate by the catechist to reinforce and review the material presented during class.

Families will receive a PREP Class Calendar from their child's catechist which details the chapter(s) and homework assignment due each week. Failure to complete homework assignments will warrant a conference with parents to remedy the situation.

Should parents have any questions concerning homework assignments or need assistance, they may email the program director at dre@stisidoreprep.com

PROGRESS REPORTS

Progress Reports are issued two times a year after the close of each semester, January and April. The progress report is an instrument designed to provide feedback on a student's mastery of the required material for their grade level as well as the student's conduct, effort, and attendance in the program.

Progress reports issued for the 1st semester are required to be signed by a parent/guardian and returned to the catechist the week after they are received. If a student is found to need additional assistance in attaining proficient mastery, the program director will reach out to the parents to schedule a conference so that working together we may ensure the student's success.

Parents may also request a conference (at any time) or by using the space provided on the progress report.

PROGRESS CODE

Mastery of material is determined by a variety of formative assessment practices.

- | | | |
|--------------|----------|---|
| Code: | + | In addition to mastering the material taught, the student also demonstrates an in-depth understanding of it and is able to apply knowledge of the faith to daily living |
| | | The student has mastered a majority of the material taught |
| | P | The student is progressing towards mastery but has not yet mastered a majority of the material taught |
| | N | The student needs additional assistance to attain mastery of the material taught |

CONDUCT, EFFORT & STUDY SKILLS CODE:

The number indicates the level of performance the student has demonstrated.

Code: 1	Needs Assistance in Meeting Expectations
2	Progressing Towards Expectations
3	Meeting Expectations
4	Exceeding Expectations

PROMOTION

In order to be eligible for promotion to the next PREP level at the end of the program year, a student must exhibit proficient mastery of the material required of them. Mastery lists are provided by the Archdiocese of Philadelphia for each grade level on corresponding scope and sequence charts. Mastery is evaluated through the administration of various formative assessments throughout the course of the program year. In addition to assessments, the timely completion of assignments and homework, classroom participation, and overall attendance are also considered when evaluating a student's eligibility for year-end promotion.

Progress reports provide feedback to parents on a student's progress in the program and allow for early intervention if a student needs assistance in mastering the required material. If needed, a conference between the program director, parents, catechist, and student will be scheduled to address the situation and develop interventions to help the student achieve success. Final decisions for promotion and retention are made at the end of the program year by the program director.

SACRAMENTAL PREPARATION

Preparation for the sacraments of Penance, Eucharist, and Confirmation is incorporated into the program curriculum and is in addition to said curriculum.

To be eligible to begin sacramental preparation a student must meet the following criteria:

- Students must be enrolled in PREP and/or Catholic School for two consecutive years.
- Students must be in Level 2 or above for Penance and/or Eucharist
- Students must be in Level 5 or above for Confirmation.

First Penance- updated information [PREP WEBSITE - FIRST PENANCE](#)

First Holy Communion - updated information -[PREP WEBSITE - FIRST COMMUNION](#)

Confirmation - updated information [PREP WEBSITE - CONFIRMATION](#)

Two years of formal religious education are required in order to receive the Sacraments of Reconciliation, First Eucharist, and Confirmation, unless special circumstances dictate at the discretion of the DRE and St. Isidore's parish administrative staff.

First Penance and First Holy Communion are traditionally received in the Spring of the students' Level 2 year. The Sacrament of Confirmation is traditionally received in the Fall of Grade 7, with Levels 6 & 5 dedicated to formal Sacramental Preparation along with scheduled curriculum laid out by the Archdiocese of Philadelphia

Sacramental fees cover the cost of the retreat, certificate, and other materials involved in the reception of the Sacrament. The Sacramental fees are as followed:

First Holy Communion.....\$25.00.....Due at registration for Level 2**
Confirmation: Without Robe.....\$30.00.....Due after July 1st of Confirmation year**
With Robe.....\$50.00.....Due after July 1st of Confirmation year**

NON-PARISHIONER FAMILIES

Archdiocesan sacramental policy stipulates that sacramental candidates receive the sacraments of Eucharist and Confirmation in the parish where their family is registered. Non-parishioner families who desire to have their child receive these sacraments at St Isidore must obtain a letter of permission from the pastor of the parish where they are registered in order for their child to receive the sacrament at St Isidore .

TEXTBOOKS

The textbooks used in the PREP are approved by the Office for Catholic Education. Every student will be assigned a textbook. This textbook is a necessary tool in helping the catechist achieve the required learning objectives. Therefore, students must bring their textbooks to class every week. Parents should exercise caution in making sure that the textbook is secured in a set place within the home so it is not lost during the academic year. Lost textbooks will need to be replaced. Parents assume full responsibility for all costs associated with the replacement textbook including any taxes, shipping, and handling fees.

If a student reports to class without his or her textbook, parents will be notified via phone by the program director and provided with an opportunity to bring the textbook to school for the student. If a parent cannot be reached or if a parent is unable to bring the textbook to school, the student will be required to rent a textbook. A \$5.00 rental fee applies, which will be billed to the family. Unpaid rental fees at the end of the program year will be applied to a family’s program fee for the following program year.

COMMUNICATION

CALENDARS

The latest and most up-to-date program calendar will always be available on the parish website at [PREP Calendar](#) This calendar will contain all pertinent dates related to PREP and sacramental preparation, and parish events. The online calendar supersedes any yearly calendar distributed at the beginning of the program year.

N.B.

The PREP Calendar is tentative and subject to change. Any changes will be conveyed to parents by the PREP Director.

PREP Class Calendar

In addition to the program calendar, every catechist will provide their class with a **PREP Class Calendar**. This calendar will contain the dates for every PREP class and the chapters and assignments for each class. If a student is absent, or if the program is cancelled due to inclement weather, etc., it is the responsibility of the parent/guardian to complete the assigned chapter and homework for that week at home with their child using the following steps.

- Check the **PREP Class Calendar** for the chapter, material, and assignment for the week the student is absent.

Contacting Catechists

Each Catechist will have their own email assigned to them for communication.

UPDATING CONTACT INFORMATION ~ Important reminders, updates, and program related news, including calendar changes, will be conveyed to parents via the email address provided at the time of student registration. It is the parent's responsibility to inform the program director of changes to this email address in order to ensure effective communication of program related matters.

Contact Information

Parents should feel free to contact the program director regarding any concerns or problems that may develop during the course of the year. The program director may be contacted using any of the means listed below. However, the quickest response will be obtained via email.

Jeffrey Daley
603 W Broad Street
Quakertown, PA 18951

Office Hours - By appointment only to ensure proper time with each family.
Office hours are approximate and subject to change without notice. Please call ahead.

Monday	9AM-5PM
Tuesday	9AM-5PM
Wednesday	1PM - 9PM
Thursday	9AM-5PM
Friday	9AM-5PM

PREP Director's Office: 215-536-6498

E-mail: dre@stisidoreprep.com

Website: stisidoreprep.com

Additional Numbers to Know:

Parish Center: 215-536-4389

School Gym (PREP Night only) 215-529-4526

Final Note

The Pastor and Program Coordinator reserve the right to amend this handbook. In the event of any such amendment, parents will be given prompt notification of the changes made.

Reading And Understanding Of Family Handbook

This handbook contains certain policies and procedures for St Isidore PREP. The Program may change any of its policies and procedures as needed and apply them as circumstances dictate.

In the event of such a change parents / guardians will be given prompt notification and provided with an addendum if necessary.

If you have questions about a particular policy or procedure, please contact the program director.

Each family must accept and abide by the policies and procedures contained in this handbook in order for the student to attend St Isidore PREP Program.

IT IS REQUIRED THAT WE HAVE ON FILE AN ACKNOWLEDGMENT FROM A PARENT / GUARDIAN THAT THIS HANDBOOK WAS REVIEWED AND RECEIVED.

Please click on link below for Google Form to be Completed -

[Acknowledgement Handbook was Reviewed \(Link\)](#)

Thank you!