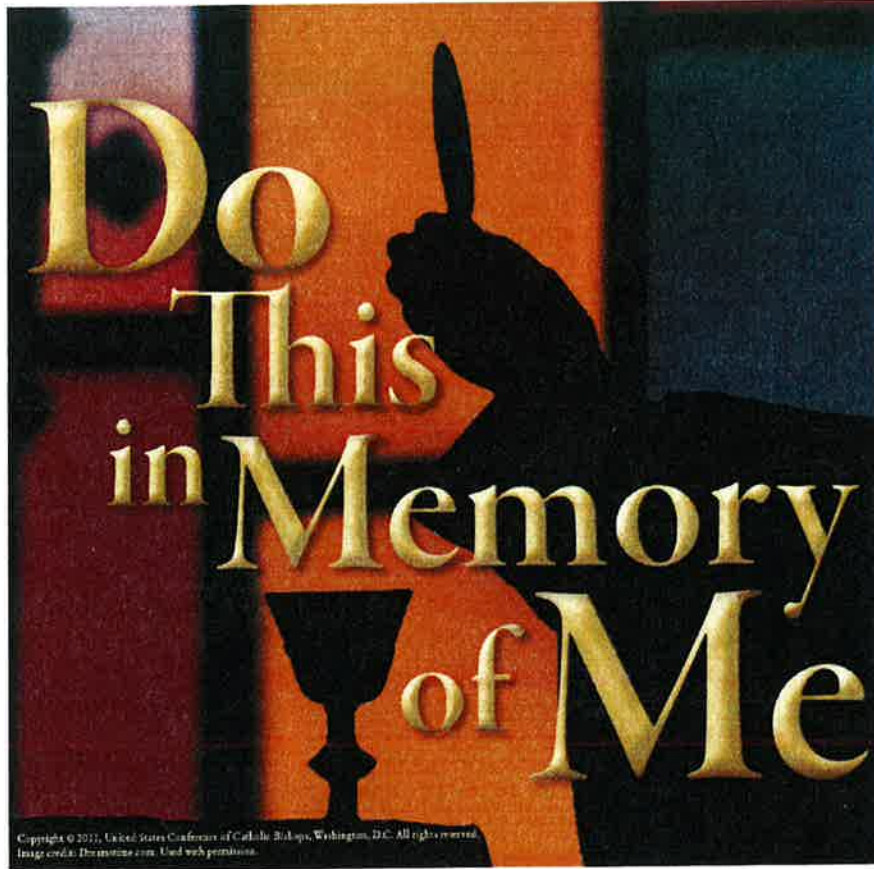


*Our Lady of the Lake*  
*1729 Stop Thirty Road*  
*Hendersonville, TN 37075*



*Religious Education*  
*Parent/Student Handbook*  
**2011-2012**

Parish Staff 2011-2012

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Fr. Eric Fowlkes, *Pastor*

Fr. Jerry Strange, *Associate Pastor*

Deacon Jim Carr, 822-6692, *Pastoral Associate*

Parish Telephone Number: 824-3276

Rhonda Wigger, 338-3910

*Parish Coordinator*

Anna Schoch, 338-3903

*Administrative Assistant*

Parish Fax Number: 824-7989

Cyndi Sabatino, 338-3910

*Director of Religious Education*

Kathy Borum, 338-3913

*Religious Education Assistant,*

Beverley Dolan, 338-3913

*Religious Education Assistant*

Elsa Ehinger, 338-3901

*Director of Hispanic Ministry*

Patti Deffendall, 944-8986

*Youth Director*

Sr. Maria Edwards, 338-3904

*Pastoral Minister & RCIA Director*

Dave Eliskovich, 338-3906

*Director of Finance*

*Chris Gunn*

*Choir Director*

Amanda Huff, 579-1474

*Nursery Director*

Lynn Gash, 672-2938

*Safe At Last Coordinator*

Goals:

- To teach the Catholic Truth to our young through liturgy, instruction and community in complete loyalty to the Magisterium of the Church.
- To provide outreach opportunities in order to develop an awareness of the moral responsibility to serve others.
- To provide Sacramental preparation for our students pre-k- 8<sup>th</sup> grade to include Reconciliation, First Holy Communion, and Confirmation.

Available Sessions:

SESSION 1: SUNDAY 8:20-9:30 AM	SESSION 2: SUNDAY 9:40 -10:50	SESSION 3: SUNDAY 11:00 AM-12:00 PM
PRE-K 3	_____	PRE-K 3 GOOD SHEPHERD
PRE-K 4	_____	PRE-K 4 GOOD SHEPHERD
KINDERGARTEN	_____	KINDERGARTEN GOOD SHEPHERD
1 <sup>ST</sup> -5 <sup>TH</sup>	1 <sup>ST</sup> - 5 <sup>TH</sup>	_____

Registration:

- Registration for Religious Education is open to all children seeking formation in the Catholic faith. In order to prepare for each year by providing enough teachers, classroom space, and time slots, we must have a completed registration form on file by **August 7<sup>th</sup>, 2011**. (EXCEPTIONS WILL ONLY BE CONSIDERED FOR THOSE WHO HAVE RECENTLY RELOCATED OR SWITCHED PARISHES

- AND HAVE BEEN FULLY PARTICIPATING IN A RELIGIOUS EDUCATION PROGRAM).
- A Materials Fee of \$25.00 is due the time of registration. If it is difficult for you to pay this fee, please let us know and the fee will be waived. However, we MUST receive either a \$25.00 fee OR a signed Fee Waiver at the time of registration.

Arrivals and Departures:

- **Upon Arrival** for Sunday Religious Education classes, ALL STUDENTS must be walked to the classrooms. **Parents, please wait for teacher to arrive before leaving your child.** Drop offs are not permitted. If your child is dropped off, you will immediately receive a phone call to return to your child and wait with him until the arrival of a catechist. You and your child may arrive at the classroom 10 minutes before class starts. (We ask that teachers arrive 10 minutes prior to class time, but we cannot guarantee this. They are volunteers with busy family lives doing the best they can.)  
WEDNESDAY NIGHT STUDENT MAY BE DROPPED OFF. PLEASE CHECK THE RELIGIOUS EDUCATION YEARLY CALENDAR TO MAKE SURE CLASS IS IN SESSION BEFORE LEAVING YOUR CHILD.
- **Pick Up** for Sunday Religious Education – **All students must be picked up by a parent/guardian or older sibling from the classroom.** During the 9:40 sessions, there is car pick up in the circle

- parking lot downstairs, or you may get your child directly from the classroom. For all other sessions,
- please go directly to your child's room for pick up. **Late pick up is not permitted**, as the classrooms will immediately be filling up with the next group as your child is dismissed.
- **Late pick up** –We know that on occasion, circumstances arrive that may result in a late pick up. If you are going to be late to pick up your child, please call 338-3910 or 338-3913 to let us know and we will have your child wait in the Religious Education office for your arrival. We ask that you make every effort to not make this a habit.

Attendance:

- All students preparing to receive a sacrament this school year must have been enrolled and attending a Catholic Religious Education program for at least 2 years. If your child does not meet this requirement, special sacramental preparation can be made available, however, your child may be asked to participate for a full year before receiving the sacrament.
- More than 3 unexcused absences (after October 1<sup>st</sup> 2011) during a sacramental preparation year will likely result in delay of sacrament. If your child is going to be absent, please contact the Religious Education Office to let us know.

Communication:

It is our responsibility to provide you with timely and accurate information in regard to upcoming events and important information. We ask that you make it your responsibility to review the information we get out weekly:

- “Like Us” on *Facebook* to receive important updates, inclement weather and class cancellation information as well as due date and event reminders. Please do this right away, so that you will be well informed throughout the year.  
**FACEBOOK AND WWW.OLOLCCONLINE.COM WILL BE OUR PRIMARY COMMUNICATION TOOLS. YOU ARE RESPONSIBLE FOR STAYING INFORMED SO THAT YOUR CHILD DOES NOT MISS OUT ON ANY IMPORTANT EVENTS, PRACTICES OR DUE DATES.**
- Please refer to the School Year Calendar throughout the year so that you are aware of special events and holidays/no class. This is included with registration paperwork and online under Religious Education at **www.ololconline.com**.
- Weekly Wires are posted every week online as well as in the *Sunday Bulletin*. Additional notes and mailers will be sent home as needed.

## Discipline Policies

*The words "discipline" and "disciple" are derived from the Latin word for "learn". Discipline is a process in which children develop socially acceptable and appropriate behavior. Disciple is something adults do **with** and **for** children instead of to them. The purpose is positive: to help children become self-disciplined, social and responsible. Sometimes, the catechist will need to intervene when a child behaves in an unacceptable manner.*

*From: Celebrating the Lectionary  
1998 Resource Publications, Inc.*

Dear Parent,

We know that you want your child to have the best environment for effective learning and spiritual growth, and so do we. We also know that your child's success in life will rely greatly on his or her ability to make responsible choices. With these goals in mind, we have developed a plan that outlines our rules and consequences for behavior. Please read the following plan and discuss it with your child so that you both understand the policies outlined. Together, we can make a difference by creating a fun and positive learning environment for your child so that he or she looks forward to class each week.

Yours in Christ,

The Religious Education Team

**GOLDEN RULE: LOVE THY NEIGHBOR AS THYSELF (What does this mean?):**

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- Follow directions and classroom rules.
- Keep hands, feet and objects to yourself.
- No unkind words or teasing toward classmates, staff or teachers.
- No inappropriate language.

CONSEQUENCES FOR BREAKING THE RULES:

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- **First time:** Warning
- **Second time:** Sent to administrative office for entry in the Behavior Journal. One copy will be kept on file and one copy will be mailed home to the parents. Student will return to class after completing form and apologizing to the person he or she offended.
- **Third Time:** Parents will attend the next class with the child and thereafter if necessary.
- **Severe Disruption:** Immediate call for parents to pick up child and discuss situation.

Signature page

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Please SIGN BELOW, DETACH PAGE AND TURN IN  
ALONG WITH COMPLETED REGISTRATION FORM ,  
BAPTISMAL FORMS (IF NEEDED) AND  
REGISTRATION/MATERIALS FEES.

I HAVE READ AND ACCEPT THE POILICES AND  
REQUIREMENTS LAID OUT IN THE PARENT STUDENT  
HANDBOOK FOR OUR LADY OF THE LAKE RELIGIOUS  
EDUCATION, SCHOOL YEAR 2011-2012.

PARENT

SIGNATURE \_\_\_\_\_

CHILDREN'S

NAMES \_\_\_\_\_

## A PRAYER FOR FAMILY COMMITMENT

**D**ear God our Father, you have called all Christian families to be a sign of your love to the world.

Help us to be generous with the gifts of life and love that you have showered on our family. May we share them so that our homes become true signs of unitive and fruitful love.

Let us never forget to thank you each day for all that sustains us and to look to Christ, who comes to us in the events of family life, in the sacraments of the Church, and in service to the poor.

In all of this, our family becomes a living expression of your Church, a hallowed home of life and love. By the power of the Holy Spirit, may all of us—spouses, parents, and children—share, as members of his Body, in Jesus' mission to build a civilization of love. Father, we ask this in Jesus' name in union with the Holy Spirit.

Amen.