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| **Parent / Student Handbook** | ***Transfiguration Catholic Community***  *The Missionaries of St. Paul Fr. Augustine Inwang, MSP Pastor 775 West Hamburg Street Phone: 410-685-5044 Baltimore, Maryland 21230 Alan Cramblitt, CRE 443-569-1037*  Faith Formation:  Religious Education Sacramental Preparation Liturgy of the Word for Children |
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Dear Parents/Guardians and Students, September

I look forward to working very closely with all of our families as we grow in the love of Jesus Christ. I am thankful for your prayers and support of the Faith Formation Programs; it is a pleasure serving you.

We will continue to use Pflaum’s *‘Gospel Weekly’* series as our main resource. You, the parents/guardians, who have the primary duty and responsibility of teaching your children, we will strive towards the goal of the children knowing and remembering the very basic Truths of our Catholic Faith**.**Together we will increase our knowledge, love, and service to God and our parish family.

This handbook is designed to provide a clear explanation of the curriculum, philosophy, and expectations of the Transfiguration’s Faith Formation Program. Your parent folder also contains a monthly schedule for the academic year.

Please join us for the Rosary led by the children 10 minutes prior to class session on every first Sunday of the academic year, followed by refreshments. After refreshments, the students will report to their classrooms with the catechist. You are more than welcome to stay and participate with your child or make use of our many resources to deepen your own faith formation. Please see monthly schedule for planned *Family Faith Formation Sundays,* we look forward to your participation.

If you need to contact me for any reason, please feel free to do so at office: 443-569-1037 or cell 410-456-9659 email; [alan.cramblitt@archbalt.org](mailto:alan.cramblitt@archbalt.org) . Again, I would like to extend my sincere gratitude to you. It is my pleasure to work with you in this new academic year.

Good day and God Bless,

Alan E. Cramblitt

Alan E. Cramblitt Coordinator of Religious Education

***Transfiguration***

**FAITH FORMATION MISSION STATEMENT**

**The mission of the Faith Formation Programs at Transfiguration Catholic Community is to look upon each child as created in the image and likeness of God and as a reflection of His goodness. Being a living witness to the Gospel will be central to the development of each student. Therefore, at Transfiguration, learning about Jesus and His message is essential to knowing Him, loving Him, and serving Him always. The core elements listed below form the foundation and strength of the Transfiguration Faith Formation Program.**

* **It is Christ, The Incarnate Word and Son of God, who is taught—everything else is taught with reference to Him—and it is Christ alone who teaches. *(Catechesi Tradendae #6)***

* **The dignity of the individual, as a unique child of God, is nurtured and developed.**

* **Parents/Guardians are recognized as the primary educators of their children.**

* **The doctrine of the Catholic Faith is presented in its fullness and entirety as both knowledge to be *learned* and a life to be *lived*.**

* **By His life and teaching, Jesus attested to the importance of keeping the Ten**

**Commandments. The gift of the Commandments is the gift of God Himself and His holy will.**

***(CCC#2059)***

* **Life in the Sacraments is central in developing the Catholic Faith.**

* **The *Holy Sacrifice of the Mass* and the *Real Presence of our Lord in the Eucharist* is the center of our Faith.**

* **Weekly attendance at Mass and regular reception of the Sacrament of Penance are essential.**

* **Sacred Scripture and Sacred Tradition form the Deposit of Faith and students will be encouraged to read the Bible.**

* **Prayer is a source for growth in the spiritual life and students will participate in Adoration, Benediction, and the Rosary.**

* **Our Blessed Mother is the first disciple of Jesus and a model of holiness that the faithful should strive to imitate.**

* **The lives of the saints will be studied as an example of holiness for us.**

# III. Parents’/Guardian’s Rights & Responsibilities

***Parents/Guardians are the primary religious educators of their children***. The home is the domestic Church and the place where a child first experiences the Catholic Faith. You teach primarily by the example you set. It is extremely crucial for children to experience the love of God in their homes. The Faith Formation Team works in partnership with parents in order to assist them in living their vocations as educators of their children. This program should merely complement, ***not replace***, the catechesis children receive in the home.

The Faith Formation Program assists parents in their God-given role as educators of the Faith by:

* Providing the truth of the Roman Catholic Faith as handed down by Jesus Christ through Sacred Scripture, Sacred Tradition, the Magisterium (teaching authority) of the Church, and the Church Fathers.

* Providing weekly faith formation sessions for children in a classroom setting.

* Providing weekly homework that students and parents/guardians should work on together.

All Christian education finds its source within the sacramental life of the Church. Therefore, parents / guardins should assist their children by:

* Recognizing that it is of ***utmost importance*** that children are given the opportunity for weekly Sunday attendance at the Holy Sacrifice of the Mass and regular participation in the Sacrament of Confession.

* Understanding that Knowledge of the Catholic Faith that is not upheld by the practice of the sacramental life is empty knowledge.

* Ensuring that your child participates in Mass on Sundays and Holy Days of Obligation.

* Making every effort to have your child attend sessions regularly and on time. Your child should not miss this wonderful opportunity to grow closer to Jesus.

# IV. Students’ Responsibilities

Students are expected to be punctual and prepared for sessions. *Each week, students should bring writing utensils, and completed homework assignments.* Students should conduct themselves in a manner appropriate to a classroom environment.

## Student Decorum

* All students are expected to be reverent during our period of prayer.

* No student is to ever be alone in the church, hallways, classroom, or grounds of the church.

* All students must have a parent or guardian escort them to the Faith Formation Center and pick them up after Mass.

* Gum is not permitted in the classrooms or church. No food or drink should be brought to church.

* Items that could in any way cause injury to a student or others (including dangerous toys) are not permitted in the Faith Formation Center.

* Cell phones, iPod, tablets and other electronic devices should not be used during sessions unless permitted by the catechist.

* Every student has the right and privilege to learn in a classroom where students are well behaved. Similarly, every catechist and chaperones have the right to teach in such an environment. Students will exhibit proper behavior and respect authority in the classroom and on the premises.

## Dress Code

* Articles of clothing which depict drugs, alcohol, profanity, weapons, prejudice, discrimination, and sexual innuendo are forbidden. Hats, for gentlemen, should be removed upon entering the building.

* Tight-fitting clothing, halter tops, tank tops, midriff shirts, spaghetti straps, or clothing that may be considered immodest dress should not to be worn.

# V. Curriculum

The objective of our Religious Education Curriculum is to engage the children in a program of catechetical formation which:

* Provides a firm intellectual foundation and an opportunity for understanding and remembering the basic teachings of our Catholic Faith.

* Firmly and clearly forms in the mind and heart a deep sense of the loving relationship with God established by Jesus Christ in and through His Church and Sacraments.

The Religious Education Program Curriculum follows the four-part arrangement used in *The* *Catechism of the Catholic Church:*

* The Creed
* The Liturgy and the Seven Sacraments
* Faith and Morals
* Christian Prayer

## **Grade K – 1 Curriculum**

***Goal:*  To provide students with a basic introduction to God and Creation, the life of Jesus Christ, the Commandments and prayer**

***Themes:* for Kindergarten**

**-Who is God**

**-The Story of Creation**

**-Life of Christ and God’s plan for Salvation**

***Themes:* for 1st Graders**

* **Introduction to the Trinity**
* **God’s plan of salvation and how the child fits into that plan - knowing, loving and serving God**
* **Mary, angels, saints**

## **Grade 2 - 3 Curriculum**

***Goal:* To prepare students for the Sacraments of Confession and Holy Eucharist and to help them appreciate God’s love for them as manifested in these two sacraments and that they belong to God’s Chosen People and have an important role in God’s family.**

***Themes:* 2nd Graders**

* **Preparation for first reception of the Sacraments of Penance and Holy**

**Eucharist**

* **God’s mercy and love**
* **Ten Commandments, Creation, and Redemption**
* **Order of Mass and prayer**

***Themes:* 3rd Graders**

* **God’s plan of salvation from Creation to the Incarnation and Redemption.**
* **The birth of the Church at Pentecost, and our life in the Church**
* **Importance of Confession, Holy Eucharist, and Mass**
* **Importance of prayer and love of God’s Law**

## **Grade 4 - 6 Curriculum**

***Goal:* To help the student understand their purpose in life and acquire a solid and specific knowledge of God and the Church through the** **Creed we profess and distinguish the truths of our faith. To learn the love of God’s Law and to cherish and love the Mass as our best prayer to God, and especially to revere and adore Jesus in the Blessed Sacrament.**

***Themes:* 4th Graders**

* **God’s plan of salvation since Original Sin (salvation history)**
* **Our participation in God’s plan and how God assists us through His Word, Law, and Church**

***Themes:* 5th Graders**

* **A thorough study of the articles of the Creed as the basic belief of our Catholic faith**
* **Emphasis on an understanding of definitions through the words of the Gospels, the prophets, and the prayers of the Church.**

***Themes:* 6th Graders**

* **God’s law (especially the Ten Commandments) as the blueprint for a life of love**
* **Emphasis upon the doctrine of the Real Presence of Jesus in the Blessed Sacrament, especially in the Mass**
* **The interaction between God’s law and His gifts of grace given to the faithful to fulfill His law**

## **Grade 7 – 8 Curriculum**

***Goal:*  To help the student treasure the sacraments in full Christian life of love and truth. To understand how grace works in our soul and to appreciate our gifts of reason and faith. To love the Church as Christ's Body and to face the confusion and secularism of modern-day society through life in the Church.**

***Themes:* 7th Graders**

* **Grace as our link with God and His gift to bring us to eternal life with Him**
* **Grace through the seven sacraments**
* **Grace through revelation (prophets, the Incarnation, the Church)**
* **Grace and the life of virtue (the saints)**

***Themes*: 8th Graders**

* **Church history - from its founding by Christ and its birth in the Holy Spirit**
* **The four marks of the Church - one, holy, catholic, and apostolic**
* **The structure of the Church - hierarchy, the role of the Magisterium, vocations.**

## **Grade 9 Curriculum**

## ***Goal:* To help the students prepare to become full and active member in the life of the church by accepting and acting out their confirmation.**

## ***Themes:***

* **Sacrament of Confirmation and the Seven Gifts of the Holy Spirit**

## **Prayers by Grade Level**

**Each class should begin and end with a prayer. Each student is expected to learn the prayers at their grade level in addition to knowing the prayers learned in previous years.**

**Grade Prayers**

**K – 1st Sign of the Cross, Glory Be and knowing how to genuflect**

**2nd – 3rd Previous Grade requirements plus Our Father, Hail Mary, and Act of Contrition**

**4th – 6th Previous Grade requirements plus Act of Faith, Act of Hope and Act of Love**

**7th Previous Grade requirements plus Anima Christi and The Nicene Creed**

**8th Previous Grade requirements plus Seven Gifts of the Holy Spirit**

**9th Previous Grade requirements plus Come Holy Spirit Prayer**

# VI. General Information

## Class Arrival and Departure

***Parents/Guardians of children in grades K – 3rd are asked to bring their child to the Faith Formation Center Classroom 1 and not drop them off at the curb***. All students **MUST** have a parent or guardian come to the church after mass to pick up students. Siblings younger than high school age are not permitted to pick up students. ***No student should ever be alone in the Faith Formation Center, the parking lot or Church*.**

## Session times

Religious Education Sept. - June Grades K-7th Sundays 8:45 a.m. – 9:45 a.m.

Pre Confirmation/Confirmation Sept. – June Grades 8th-9th Sundays 8:45 a.m. – 9:45 a.m.

Sacramental Preparation Sept - June All Sacraments Sundays 8:45 a.m. – 9:45 a.m.

Liturgy of the Word for children Sept. - July Grades K-5th Sundays During the Mass

## The Holy Sacrifice of the Mass

Regular attendance of the Holy Sacrifice of the Mass is required of all students participating in any Faith Formation preparation or religious education sessions. Students will be escorted from the Faith Formation Center to the church and seated in the front pew. Any child not participating in mass will be dismissed from the front pew of church to a parents or Guardians only.

## The Rosary,

Ten minutes prior to the beginning of sessions, on the first Sunday of the month, the Rosary will be prayed. While this is not part of the sessions, students are encouraged to come as this presents a wonderful opportunity for them to learn the Rosary. Family members are encouraged to join with student for this devotion to our Blessed Mother.

## 

## Liturgy of the Word for Children,

On Sundays at the 10 o’clock mass from September through June, children are afforded the opportunity to participate in the Liturgy of the Word for Children. At which the weekend readings are proclaimed and discussed on an intellectual level appropriate for children in middle and grade school levels. All children attending the Sunday liturgy are encouraged to participate.

## Adult Chaperones

Please be advised that on an occasion it may be necessary for adult chaperones to participate in the faith formation programs at Transfiguration. All adult chaperones and Catechist are identified by Faith Formation Team photo badge. Any other adult participating shall be identified by a Faith Formation Team badge. If at any time you are unsure of an adults’ identification on the premises during faith formation programs or on an outing, please see the religious education coordinator or any identified member of the faith formation team. Child safety is our number one priority!

## Class Cancellations

Please note that if there is any snow accumulation faith formation or sacramental prep sessions will be postponed

***For inclement weather***

When in doubt, contact the Coordinator of Religious Education;

Alan Cramblitt phone or text; 410-456-9659 or email: alan.cramblitt@archbalt.org

## Absences

Faithful attendance to sessions is vital for a well-grounded understanding of the information provided. Absenteeism also harms the individual student and the morale of the sessions as a whole. Parents / Guardians should making faith formation sessions a priority to set a fine example for their children.

Please keep your sick child home. They should be fever and symptom free for 24 hours prior to attending Faith Formation sessions. There are NO awards based on perfect attendance.

Students who miss three or more unexcused sacramental session may be required to re-take the sessions the following year, this includes 1st Eucharist, Reconciliation, pre-Confirmation & Confirmation.

## Tardiness

Tardiness can be a serious disruption to the session. There is limited time each week for sessions, so please help by getting your child to the Faith Formation Center ON TIME each week. If a student arrives after opening prayers have begun, no snacks will be available to your child. Never leave your child alone in the classroom.

## Classroom Discipline

Every student has the right to learn in a classroom where students are well behaved.

Similarly, every catechist and chaperone has the right to teach in such an environment. Students will exhibit proper behavior and respect authority in the classroom and on the premises. In the event that a student finds it difficult to exhibit proper behavior, the following course of correction will take place:

* The catechist will speak to the child and encourage a change in behavior.

* If the disruption persists, the catechist will call upon the Religious Education Coordinator to speak privately with the child in order to integrate the child back into the classroom.

* If this is unsuccessful, the Religious Education Coordinator will contact the parents/guardians and ask them to work with the child.

* If this process fails, a parent MUST accompany the child to class and sit with him/her until the student demonstrates that he/she is able to behave in a manner suitable for classroom instruction.

* If this attempt is not successful, parents may be required to home school for the remainder of the academic year.

In all cases, the parents will be notified of any correction by the catechist or Coordinator of Religious Education.

## Learning Disabilities/Health Related Problems

If your child has a learning disability or health related problem that would necessitate special consideration while attending faith formation sessions please notify the Religious Education Office in writing or by entering the information on the registration form. All information will remain confidential but may be passed on to the catechist or chaperone to assist them in instructing your child.

## Textbooks/Resource Materials

We will use Sacred Scripture and the Pflaum ‘Gospel Weeklies’ series, Pflaum sacramental preparation packets and other age appropriate textbook resources. Each student will receive weekly handouts and corresponding ‘We Believe’ text book. Catechists may assign homework from the handouts. Students will take the ‘We Believe’ book home at the end of year.

## Catechesis for Human Sexuality

**Parents/Guardians:** In 1986, Archbishop William D. Borders called for the implementation of catechesis for human sexuality. This decision was prompted when the Vatican Congregation for Catholic Education published the document *Education Guidance in Human Love* in 1983 specifically calling for the implementation of catechesis for human sexuality.

This program will be taught in addition to the regular curriculum. As much as possible, this catechesis will be incorporated into the regular lessons each week. Students will bring home books (the *Growing in Love* series by Harcourt Religion Publishers) that are designed to promote healthy discussions and strengthen the connection between the classroom and home.

The Archdiocese recommends this important undertaking so that our children are receiving clear and consistent information concerning sexuality within the context of the Church’s teachings.

## Consent to Photograph

**Parents/Guardians:** Be advised that pictures may be taken of the children during sessions, on retreats outing or other Faith Formation events and may be displayed in the church, on the web page or submitted to publications like The Catholic Review. Children will not be identified, without specific written consent. Parents/Guardians, who do not wish to have their child/children photographed, should notify the Religious Education Office in writing.

## Outing & Events

Each year the Transfiguration Faith Formation program sponsors an *End of the Academic Year Outing* and *Back to School Picnic*, along with other faith based outings and events for students participating in the programs and of the parish. Parents/guardians are required to fill out and return an Event Registration form for each outings or events that their child will be participating.

**VII.** FIRST EUCHARIST &

FIRST RECONCILIATION



“Amen! I say to you today you will be with me in paradise.”



“This is my body which will

be given up for you.”

Dear Parents/Guardians, January

Welcome to Transfiguration Sacramental Preparation Program. This section of the handbook is designed to assist you in preparing your child for the sacraments of First Eucharist and First Reconciliation as well as answer any questions you may have.

It includes:

* First Reconciliation Information for Parents
* First Eucharist Information for Parents
* General Information
* Sacramental Preparation Registration Form are to be turned in by the second week of September

In an effort to deep their awareness and understanding of the sacraments, any child registered for sacramental preparation for First Eucharist and Reconciliation must have completed two academic years in the Faith Formation religious education program.

It is important that you review the Sacramental Preparation form and guideline for the reception of the sacraments information. Your cooperation in completing and returning the form to the Religious Education Office in a timely manner is greatly appreciated. You may deliver the form, either in person or by mail by the date indicated.

Thank you for your support and cooperation. If I can be of further assistance to you, please do not hesitate to contact the Religious Education Office at 443-569-1037 or email alan.cramblitt@archbalt.org

Good day and God Bless,

Alan E. Cramblitt

Alan E. Cramblitt

Coordinator of Religious Education

# The Sacrament of Reconciliation (also referred to as the Sacrament of Penance or Confession)

You began preparing your child for Confession long ago. Every time your child has seen or experienced loving forgiveness in your home, he or she has understood a little more about God’s forgiving love. With the assistance of catechists and chaperones, your child has begun preparation for this Sacrament.

***Suggestions for Parents/Guardians****:*

* Take time with your child and read the parable of the Lost Sheep (Luke 15:1-7) and The Prodigal Son (Luke 15:11-31).

* Teach your child that to sin is to act against God’s will. Make sure your child understands the differences between a mistake, accident, temptation, and sin by talking about some typical situations which illustrate these occurrences.

* Discuss this sacrament with your child. Your child may express feelings or concerns with you at home that may not have been mentioned in during sessions.

* Take your child along when you go to Confession. (Your child should not accompany you into the confessional.)

* Take your child on a “field trip” and visit the confessional when confessions aren’t being heard.

* Role play “going to Confession”. (Don’t use real sins when role playing; make up some false sins.) Take turns with your child being the priest and the penitent.

* Review materials from sacramental preparation sessions with your child.

* Help your child learn the *Act of Contrition* by simply saying it together once a day before dinner or at bedtime. Also help your child with a short examination of conscience.

* Above all, relax and remember that this will be the first time your child will celebrate the Sacrament of Confession. It is the first step in a lifetime during which your child’s appreciation of the sacrament will grow and deepen.

Please keep in mind that after their First Confession it is your responsibility to make sure that your child is provided the opportunity to go to Confession on a regular basis (a good rule of thumb is once a month).

### ***Requirement for the Reception of the Sacrament***

Requirements absolutely essential for a child to receive the Sacrament of Reconciliation:

* The child should understand that Sin is an act, thought or failure to act that separates us from God.
* What it means to forgive and be forgiven and that Christ teaches us to love one another as we would want others to love us and to love our enemies.
* What it means to be contrite and to understand that a contrite confession is the only means by which we open ourselves up to the grace and mercy of God’s forgiveness.
* That prayer is an important part of every sacrament, liturgy and everyday life as a member of Christ body (a member of the church).

*****Examination of Conscience***

Did I pay attention at Mass? Have I fooled around in church? Did I say my prayers every day? Did I say mean things to my mom or dad? Did I always say thank you to people? Am I hard to get along with? Did I do what my mom dad or teacher told me to do? Did I hurt other people’s feelings? Have I started fights with my brothers and sisters? Have I blame other people for things I have done? Do I hit people when I get mad? Have I forgiven others or am I holding a grudge? Was I lazy about my schoolwork? Did I failed to do my homework? Did I failed to play with someone for no good reason? Have I lied? Did I take anything that didn’t belong to me? Did I do my chores?



SACRAMENT OF FIRST EUCHARIST

## ***Primary Duty of the Parent/Guardian***

*“Parents have the first responsibility for the education of their children.”*

*“Parents have a grave responsibility to give good example to their children.”*

*(Catechism of the Catholic Church 2223)*

The celebration of the Mass is the center of the whole Catholic life. All other liturgical rites and all the works of the Christian life are linked to the Eucharistic celebration, flow from it, and have it as their end.

Parents/Guardians have a right and duty to be involved in preparing their children for First Eucharist. Catechesis aims to help parents/guardians grow in their understanding, love, and appreciation of the Eucharist in order to catechize their children. Parents/Guardians have a serious obligation to care for the minds, bodies, and souls of their children. As a Parent/Guardian, you have the *primary role* in the sacramental preparation for your child.

You will help your child grow in faith as you prepare him/her for the reception of the Sacrament of Holy Eucharist. *Your attendance at Weekly Sunday Mass and required events is vital!*  Your interest, example, witness, and prayers make a difference in your child’s decision to receive the Sacrament with an open heart as they continue to grow in the Faith.

With this in mind, we remind you that the role of a sacramental preparation program can only be secondary to you, the Parent/Guardian. We encourage you to do all you can, and we promise to do the best we can to aide and guide the sacramental preparation for your child.

*Suggestions for Parents/Guardians:*

* When you attend Mass every Sunday, help your child to fully participate in the Mass.

* Take your child to Church to visit Jesus in the Blessed Sacrament. Explain how Jesus is waiting in the Tabernacle for us to come to Him, how He loves us to come and just be with Him.

* Attend a weekday Mass with your child. Often they are less crowded and shorter in duration. Sit near the front so your child can see what is happening.

* Read the Gospel accounts of the Last Supper as well as John Chapter 6 with your child.

* Review materials from sacramental preparation sessions with your child.

* Be a role model for your child. Remember that the reverence with which you receive Jesus in the Eucharist will be the example that will be followed by your child.

* Discuss the importance of going to confession on a regular basis. Explain to your child that we must be free of serious (mortal) sin whenever we receive Jesus in Holy Communion.

* Discuss and practice appropriate Church behavior with your child while showing him/her your own love of the Lord. *Practice the Sign of the Cross, Prayers, Genuflecting, etc.*

### ***Requirement for the Reception of the Sacrament***

Requirements absolutely essential for a child to receive the Sacrament of Eucharist:

* He or she must understand the difference between ordinary bread and the Consecrated Host which is the Body, Blood, Soul and Divinity of Jesus Christ.

* He or she must have a sincere desire to receive the Sacrament of the Eucharist.
* That the bread and wine once consecrated is truly the body and blood of Jesus Christ.
* That in the Eucharist, Jesus Christ gives himself both bodily and spiritually to strengthen us for our mission here on earth, to love and act with compassion toward others.
* That once we receive the Eucharist, Christ now resides in us and that we should act accordingly as a member in full communion with the Catholic Church.



GENERAL INFORMATION FOR SACRAMENTAL PREPERATION

#### **Crowning of Mary**

The First Holy Communicants will lead the procession during the May Crowning of our Blessed Mother at the 10 o’clock Sunday Masses on Mother’s Day. The communicants are encouraged to wear their First Holy Communion attire. All children will participate and are asked to wear proper attire. Children are to meet in Faith Formation Center at 9:00am prior to mass. Please Plan now to attend. What a great way to say thank you to God by honoring His Mother in this special way!

*DRESS CODE – Suit and tie for the young men and blue or white dresses for young ladies, please know hats, gloves, purses or flowers.*

#### **Corpus Christi**

The Transfiguration Catholic Community celebrates the reception of First Eucharist every year on the feast of Corpus Christi.

#### **Sacramental Preparation Retreat**

All First Holy Communicants must attend the Saturday Morning Retreat from 9am to 3pm to help them spiritually prepare to receive Jesus for the first time. Please inform the Religious Education Office of any scheduling conflicts as soon as possible. Family members are encouraged to participate as well.

#### 

#### **First Eucharist Rehearsal**

This will take place in thechurch at 12 noon on the day of the retreat*.*

*It is important that at one parents/guardians are in attendance during the practice time so that they may receive any last minute information and to help their children with any questions they may have when they get home.*

#### **First Confession**

One parent/guardian should accompany their child. Once the child has been to confession, they should return to their pew to begin their act of penance. First Reconciliation takes place at the end of the retreat, beginning with a short prayer service. Parents/Guardians are encouraged to ensure their child has an opportunity to receive this Sacrament again before Receiving Communion during normal confession times.

#### **First Eucharist**

Parents/Guardians, please bring your children to the Faith Formation Center 30 minutes prior to the *Corpus Christi* Mass. Mass will be at 10:00 a.m. so arrive no later than 9:30 a.m. Parents should then proceed directly to the church and sit in the pew where their child’s Communion banner is hanging.

#### **Photography**

Photography will be permitted during the entrance procession only. Once Father has arrived at the Altar no photographs should be taken. We will have a photographer on hand to take photographs during the celebration. Photographs of the children during the reception of the Eucharist will be provided to each family at no cost. We will pose for a group picture immediately after the Mass.





**Preparation for Sacrament of Confirmation**

Dear Parents/Guardians,

Welcome to the Transfiguration Sacramental Preparation for Confirmation. It is extremely important that the student (Confirmation candidate), parents/guardians, and the sponsors collectively participate in the Confirmation preparation process. By working together with the Faith Formation Team, the candidates will be well prepared to receive the Sacrament of Confirmation.

The Sacrament of Confirmation strengthens us to witness to our Faith. With that in mind, an emphasis will be placed on the candidate having a sound knowledge of the basic truths of our Faith.

I am pleased to offer this section to the handbook to assist you in preparing your child for this Sacrament. It is designed to explain all the responsibilities and requirements of the parents/guardians, candidate, and sponsor.

Our confirmation process at Transfiguration begins with our 7th grade Faith Formation religious education sessions as a pre-confirmation candidate. It then continues on through the 8th & 9th grade as candidates, this process assures a well round individual is presented to the Bishop at the time of their confirmation.

Please do not hesitate to contact me for any reason. My aim is to assist you and your child in whatever way possible to make the Sacrament of Confirmation a spiritually rewarding and memorable event.

Good day and God Bless

Alan E. Cramblitt

Alan E, Cramblitt

Coordinator of Religious Education

## **PARENTS/GUARDIANS’ RESPONSIBILITIES**

**“*Parent or Guardian has the first responsibility for the education of their child. They have a grave responsibility to give a good example to their child. Through the grace the parents/guardians receive the responsibility and privilege of evangelizing their children. The have the mission of teaching their children to pray and to discover their vocation as children of God.”*** (Catechism of the Catholic Church #2223, #2225,).

As a parent/guardian, you have *the primary role* in the sacramental preparation process for your child. You will help your child grow in the Faith as you prepare him/her for the reception of the Sacrament of Confirmation. ***Your attendance at required events and Sunday Mass is essential.*** Your interest, example, witness, and prayers make a difference in your child’s decision to receive the Sacrament.

***Parents/Guardians***

* **Prepare your child for the decision to be confirmed through instruction, example, and prayer.**

* **Assist your child in ensuring all session assignments are completed (including all the material identified in this guideline). Please assist the Candidate as necessary with the materials presented in the sessions.**

* **Ensure your child attends sessions and the Confirmation Retreat (date to be determined). If any student has a conflict with the Confirmation Retreat scheduled, he/she MUST go to another retreat prior to our Confirmation date. Please contact the Religious Education Office for further instruction.**

**Transfiguration is a member of the Urban West Co-op of Catholic Churches and the date and location of the confirmation Retreat, Dinner, and Mass are selected yearly at the Coordinator’s meeting.**

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**CANDIDATE’S RESPONSIBILITIES**

***“Baptism, the Eucharist, and the Sacrament of Confirmation constitute the sacraments of Christian initiation. The reception of Confirmation is necessary for the completion of baptismal grace. For by the sacrament of Confirmation, the [baptized] are more perfectly bound to the Church and are enriched with a special strength of the Holy Spirit.”*** (CCC #1285)

***RESPONSIBILITIES:***

**Attend weekly Mass and regular Confession.**

**Attend and participate in weekly scheduled religious education session.**

**Demonstrate a sound knowledge of the Truths of our Faith.**

**Commit to continuing your faith formation after Confirmation.**

**Prayerfully consider and select a sponsor. See requirements page 30**

**Select a patron saint’s name as a Confirmation name. Write and submit a report on the chosen saint. See requirements page 31**

**Prepare a letter to the Bishop explaining why you would like to be confirmed. See requirements page 32**

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**Perform a minimum of 10 hours of Corporal Works of Mercy and 5 hours of Spiritual Works of Mercy for your service hours. See requirements page 32**

**Attend an interview with the Pastor.See requirements page 33**

**Attend *ALL EVENTS* of the Confirmation Process.**

# **SPONSOR’S RESPONSIBILITIES**

***The Catechism of the Catholic Church offers this advice: “The Sponsor for***

***Confirmation is one who, fittingly, is a spiritual help to the Candidate.”*** (CCC # 1311)

**There is no regulation specifying that men be sponsors for boys and women be sponsors for girls. Sponsors take on a life-long commitment to help their candidates fulfill the obligation for this sacrament. There is only one sponsor per confirmand.**

**The sponsor for a candidate wishing to receive the Sacrament of**

**Confirmation has important duties and responsibilities. Although their role is not the primary role (that is the duty of the parent/guardian), they are an important person in the preparation process and for the encouragement of the candidate to persevere in the Faith throughout their life.**

***REQUIREMENTS:***

**† Live a Sacramental life by attending weekly Mass, regular Confession, and living a moral life consistent with the teachings of the Catholic Church.**

**† Must have received all the Sacraments of Initiation; (Baptism, Communion, and Confirmation)**

**† If married, the marriage must be valid in the eyes of the Catholic Church.**

**† Must be 16 years of age or older.**

**All sponsors must be properly disposed to receive Communion at the Solemn Confirmation Mass.**

**SPONSORS WHO CANNOT ATTEND THE CONFIRMATION MASS:**

In the event that the sponsor cannot attend the Confirmation Mass, a proxy, explicitly designated by the confirmand, can be selected. The proxy must fulfill the above qualifications. If the Confirmation candidate has a proxy, the Religious Education Office MUST be notified in advance.

***A PARENT MAY NOT BE A SPONSOR BUT MAY ACT AS A PROXY SHOULD THE SPONSOR BE UNABLE TO ATTEND*.**

# **GUIDELINES FOR SAINT REPORT**

**Each Confirmation candidate is required to write a Saint Report featuring the saint whose name has been chosen as the Confirmation name. The purpose of this report is for the candidate to learn about their saint and not just put words on paper.**

**The following information should be included in the report:**

**† Personal influence of the saint on the candidate including:**

* **Why did you choose this saint?**
* **What is it about the saint that you would hope to emulate?**
* **What was the most interesting thing you learned about the saint?**

**† Biographical information on the saint**

* **date and place of birth and death**
* **description of saint’s service to God and others**
* **feast day of the saint**
* **symbol, if any, associated with the saint**
* **circumstances of death**
* **if the saint is a patron of any group, discuss the reason and significance**
* **discuss any specific devotion(s) that were attributed to this saint**

**† What was there about this person that moved the Church to name him/her a saint?**

**† Bibliography**

**This report should be typed, double spaced and at least one page. Any Report submitted with inadequate content or format will be returned for a re-write. MATERIAL COPIED FROM THE INTERNET WILL NOT BE ACCEPTED.**

**Saint reports may also be submitted in the form of a trifold poster or Excel Document.**

**Please remember that the Saint Report is to be completed on the name chosen as the Confirmation Name. The report is due by February of their second year as candidates.**

# **GUIDELINES FOR LETTER TO THE BISHOP**

***This letter is from the candidate and should contain his/her thoughts. If you need some help getting started, pray and reflect on the following questions:***

***Why do I wish to be Confirmed?***

***How am I preparing for Confirmation?***

***What will I do to continue to grow in my faith as a Catholic?***

***What experiences have I had on my journey to being Confirmed?***

***What are my thoughts about Confirmation?***

***Will I commit to weekly Mass attendance, frequent Confession, and continuing my faith formation by studying the Catholic faith more deeply?***

***Whom did I pick as my Confirmation saint? Why?***

**After prayer and reflection, prepare a one page, double-spaced letter to The Bishop explaining why you would like to be confirmed. This should be submitted to the Religious Education Office no later than February of the second year as a candidate.**

# **GUIDELINES FOR SERVICE HOURS**

**A minimum of fifteen hours of works of mercy (five spiritual and ten corporal) is required. Service is based on the Spiritual and Corporal Works of Mercy, and most of all, the example of Christ Who came to serve. Service hours should be completed by April of the candidate last year of preparation. When providing service, the following points should be considered:**

**† Your work of mercy is not just a job to be done, but the beginning of a life-long commitment of witness by serving Christ in others.**

**† You should reflect on how your “work” helps you to take on the mind and heart of Christ, fulfills the needs of others, and builds up the Christian community.**

**† Your work of mercy should be done with a spirit of giving greater glory to God and not for any thanks you may receive.**

# **INTERVIEW WITH PASTOR**

**Confirmation candidates will be contacted in the Spring by the Religious Education Office to schedule an interview with the pastor of our parish. These interviews will take place in spring after Easter. One parent or guardian must attend this interview.**

**The purpose of the interview is not to make the candidate nervous, but to foster a conversation about Confirmation between the candidate and the clergy. Candidates are encouraged to ask any questions they may have and be prepared to answer basic questions such as but not limited to:**

* **What happened to me when I was Baptized?**
* **What will happen to me when I am Confirmed?**
* **What are the seven gifts of the Holy Spirit?**
* **How does each gift help me?**
* **What will the Bishop say when he Confirms me?**
* **What is the name of the oil used in Confirmation?**
* **Why did I select a particular saint as my Confirmation name?**

