



Corpus Christi Catholic Church

Children/Youth Evangelization & Sacramental Preparation

Children's Evangelization and Sacramental Preparation

Parent and Student Handbook

2025-2026

This is a living document. Policies and Procedures may be added, adjusted, or rescinded at the discretion of the Parish Evangelization Office.

Classroom Rules

Reference	Rule
Micah 6:8	1) Respect everyone at all times.
Matthew 19:17	2) Follow all rules and directions by catechists and/or Evangelization Office staff.
Psalm 34:14	3) Stay on task.
Matthew 25:3-4	4) Come to class ready to learn and pray.
John 12:35-36	5) Participate, don't anticipate.

Reference	Consequence
Ezekiel 33:11	1) A verbal warning will be issued.
Romans 2:9	2) Offending student will be moved to the "Reflection Desk" and quietly reflect on what they did and what they could do better.
Matthew 22:21	3) Offending student will be sent to the Evangelization Office.
2 Kings 24:3-4	4) Call to Home for Immediate Pick-Up by Parent and/or Director will have conversation about offending student's behavior with parent
Genesis 19:24	NOTE: If the student continues to be a disruption in class, the Director may ask the student to leave the program.

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Classroom Procedures

Topic	Procedure
Entering the Classroom at the Beginning of the Period	1) Parent/Guardian will sign child in at the sign-in table (located either in the back of BCC or outside at the top of the stairs) 2) Student will sit with (or near) their catechist if their parent does not stay. If the parent stays, the student will sit with their parent 3) Students and parents will listen attentively to Announcements, the Beginning of Class teaching, and any other directions given 4) Students will be dismissed according to class by the DE 5) Students will line up and walk quietly to their classroom
Leaving the Classroom at the End of the Period	1) Straighten your table and chair, and discard any trash around your area 2) Listen to the catechist for any announcements. 3) Sit quietly and facing forward. 4) Wait for the catechist to dismiss you once the parent has signed their student out. The parent DOES NOT dismiss the student.
Leaving the Classroom to use the Restroom	1) Raise your hand with crossed fingers. 2) When your teacher calls on you, politely ask to use the restroom. 3) After receiving permission, sign yourself out at the Restroom Log. 4) Return quickly and quietly and sign yourself in using the Destination Log. 5) Return to your seat without disturbing the class. NOTE: Restroom use is at the discretion of the teacher.

Topic	Procedure
Student Movement within the Classroom	1) Students should remain in their seats and on task at all times. 2) If a student has a question, the student should raise one finger. 3) If a student needs to leave their seat, the student should raise two fingers. 4) If a student needs the assistance of the catechist, the student should raise three fingers. 5) If the student needs to use the restroom, or in need of first aid/illness, the student should raise crossed fingers.
First Aid/Illness	1) Notify the catechist of your first aid need/illness. 2) Student can go to the Evangelization Office or be accompanied by the catechist to go to the Evangelization Office. 3) Office staff will take care of minor first aid issues. Parent will be notified when student is picked up. 4) Any illness or major first aid issue, parent will be contacted immediately.
Classroom Prayer	Each class will begin in prayer. The catechist may lead prayer or the student may be asked to lead the class in prayer. Please be attentive and reverent during all prayer activities.

Children's Evangelization and Sacramental Policies

Area	Policy
Attendance	- Students preparing for a sacrament must attend at least 80% of the Children's Evangelization classes - All other students are encouraged to regularly attend classes so that they continue to grow in faith
Mass Attendance	- All students are encouraged to attend Mass weekly, and all Holy Days of Obligation - Students preparing for a sacrament must attend at least 50% of the Masses during the Children's Evangelization year - To indicate Mass attendance, students must turn a signed (or stamped) Magnifikids for the previous weekend Mass to your catechist - All other students are strongly encouraged to attend Mass regularly - All other students may turn a signed (or stamped) Magnifikids (or Pre-K/K Mass activity page) for the previous weekend Mass into their catechist for entry into monthly drawing
Stay and Pray Attendance	- All parents are strongly encouraged to join us for our quarterly "Stay and Pray Days" - Students preparing for a sacrament and a parent (or adult guardian) must attend all of the 4 Stay and Pray Days
Sacramental Retreat	- Students preparing for a sacrament and a parent (or adult guardian) must attend one of the two Family Sacraments Retreats for the entire time - Retreats are on February 7th and March 21st from 11:00am-5:00pm
Service	Students preparing for a sacrament must complete 3 service projects. This will be explained further at the Sacramental Preparation meeting.

Parent Acknowledgement

***I _____, have received, read, understood,
(Parent)***

and agree to comply with the Policies and Procedures for Corpus Christi Catholic Church Children's Evangelization and Sacramental Preparation programs. I understand all the information presented. I have been given an opportunity to ask any questions I may have and have received satisfactory answers to all of my questions.

I, on behalf of my student, agree and attest that my student and myself will abide by all the policies, and procedures of the Children's Evangelization and Sacramental Preparation programs.

Parent Signature

Parent Printed Name

Student Signature

Student Printed Name

Date