



June 1, 2023

Dear Religious Education Families:

As the summer season begins, the Faith Formation/Religious Education Office is continuing to plan for the 2022-2023 R.E. programs. This letter is an overview of the Religious Education registration process for pre-kindergarten, kindergarten, elementary, and middle school grades. Please direct questions about any registration forms to the Faith Formation/Religious Education office at (630) 305-6318 or email readmin@stapostle.org

LOCATION AND START DATE FOR RELIGIOUS EDUCATION SESSIONS

Grade Level	Time and Day of Week Options	Class Location	Starting Date
Pre-K and K	Sat., 8:30-9:45	All Saints Catholic Academy, 1155 Aurora Avenue, Naperville	Saturday, September 9
K		Tuesday: St. Thomas the Apostle Catholic Church 1500 Brookdale Rd., Naperville	Tuesday, September 12
Grades 1-5	Sat., 8:30-9:45 OR Tues., 4:30-5:45	Saturday: All Saints Catholic Academy	Saturday, September 9 OR
		Tuesday: St. Thomas the Apostle Catholic Church 1500 Brookdale Rd., Naperville	Tuesday, September 12
Grades 6-8	Sat., 8:30-9:45 OR Mon., 7:15-8:30	Saturday and Monday classes meet at All Saints Catholic Academy	Saturday, September 9 OR Monday, September 11

TUITION SCHEDULE FOR PRE-KINDERGARTEN THROUGH MIDDLE SCHOOL

Received <u>June 1- June 30th</u>:	1 Child - \$175	2 Children - \$290	3 or more Children - \$380
Received <u>July 1st and After</u>:	1 Child - \$225	2 Children - \$340	3 or more Children - \$430

YOU'RE INVITED TO A SPECIAL MASS AND SOCIAL –

Sunday, August 27th 11:15 a.m. Mass & Catechist Meet and Greet. Please join us to celebrate the start of another year of faith formation.



Religious Education registration includes: Registration Form, Medical Release Form, Permission to Administer Medication (if applicable), Acknowledgement Form, Volunteer Form and payment. Payment in full is preferred. However, ½ of the registration fee is acceptable with the balance due on August 31.

*If the deposit is a financial burden, please contact the
Faith Formation/Religious Education office (630) 305-6318
so that other payment arrangements can be made.

Registration is not considered complete unless forms are completely and accurately filled out (i.e. medical insurance policy numbers and identification numbers, emails, etc.). Children will not be placed in class unless all forms are complete.

REGISTRATION FORM

- Sacrament information section - accurately check the sacraments your child has already received.
- Additional First Eucharist and First Reconciliation information will be mailed in late fall
- Baptism is available for children who have not yet been baptized. Contact the Main Office (630) 355-8980 for more information.
- Due to the large number of students, we cannot honor special requests for catechists and/or class assignments.

MEDICAL RELEASE FORM

- Policy number and identification number must be included.

PERMISSION TO ADMINISTER MEDICATION FORM (optional, as needed – see RE Office)

- For children with allergies and other medical needs, please completely fill out the **Permission to Administer Medication Form.**

ACKNOWLEDGEMENT FORM

- All families must sign this form acknowledging they have read the documents listed.
- The documents referred on the form are found on the St. Thomas website at stapostle.org or the St. Thomas Naperville App.

VOLUNTEER FORMS

- Your presence is wanted and needed as a catechist, aide or volunteer.
- All volunteers will receive training and materials.
- As a way to say ‘thanks’, tuition for the children of catechists is waived.

FAMILIES ARE INVITED TO A SPECIAL MASS AND SOCIAL –

Sunday, August 27th 11:15 a.m. Mass & Catechist Meet and Greet. Please join us to celebrate the start of another year of faith formation.

Thank you in advance for your cooperation. Working together, we are sure that we can assist and enrich the spiritual growth of our children.

Blessings,

Lorraine Katz
Director, Elementary Religious Education
lkatz@stapostle.org
630-355-8980 ext.109

Peggy H. Goralski
Director, Middle School Faith Formation
pgoralski@stapostle.org
630-355-8980 ext.123

ST. THOMAS THE APOSTLE RELIGIOUS EDUCATION REGISTRATION 2023-2024

2023-2024	Office Use Only:		Family # _____	Deposit Form # _____	
Date: _____	Paid: _____	Balance: _____	Date: _____	Paid: _____	Balance: _____
RE: _____	MS: _____	Medical Release Form: _____	Acknowledgment Form: _____		

NAME: _____ / _____ / _____
(family) (parent 1) (parent 2)

ADDRESS: _____

TOWN: _____ **ZIP CODE:** _____

CELL PHONE NUMBER: (parent 1) _____ (parent 2) _____

EMAIL ADDRESS: _____

TUITION FEES: PRE-KINDERGARTEN THROUGH EIGHTH GRADE

Received June 1- June 30th: 1 Child - \$175 2 Children - \$290 3 or more Children - \$380

Received July 1st and After: 1 Child - \$225 2 Children - \$340 3 or more Children - \$430

Please make every effort to have registration materials returned by June 30th.

Note: Make checks payable to St. Thomas the Apostle. Payment in full is preferred. However, a deposit of half of the total tuition is required at the time of registration. The balance is due by August 31st.

Until payment (full/partial/agreed upon) and all Medical Insurance information are received the child's placement in class will be on hold.

MONDAY

7:15 – 8:30pm
All Saints Catholic Academy

Middle School (Grades 6-8)

TUESDAY

4:30 – 5:45 pm
St. Thomas the Apostle Church

Elementary (Grades 1-5)

SATURDAY

8:30 – 9:45 am
All Saints Catholic Academy

Pre-Kindergarten (4 yrs. old by Sept. 1)
Kindergarten (5 yrs. old by Sept. 1)
Elementary (Grades 1-5)
Middle School (Grades 6-8)

Please check the box for every sacrament your child has received.

CHILD'S NAME	M/F	Baptism	1 st Comm.	Recon.	Grade entering This Fall	Birthday	Session Preferred M = Monday T = Tuesday S = Saturday
							M T S
							M T S
							M T S
							M T S

During the year we may take pictures/videos of your child/children involved in Religious Education activities. We may use the pictures/videos for general St. Thomas publicity (i.e. Facebook, bulletin) and/or Diocese of Joliet website. By signing below you are allowing us to do so.

Parent/Guardian: _____

St. Thomas the Apostle Religious Education
Medical Release Form

**COMPLETE IN FULL
AND RETURN WITH
2023-2024
REGISTRATION FORM**

Family Name: _____

Student Names: _____

Address _____

City: _____ State: _____ Zip: _____

Parent 1 Name: _____ Cell Phone: _____

Parent 2 Name: _____ Cell Phone: _____

Emergency Contact 1 Name: _____ Cell Phone: _____

Emergency Contact 1 Name: _____ Cell Phone: _____

Insurance Information

Policy in the Name of: _____ Insurance Company _____

Group Number or Policy Number or Identification Number _____

*Please advise the Religious Education Office immediately of any changes to the above information

IMPORTANT INFORMATION

1. Medical Needs: Allergies, Medications, Etc.

2. Special Educational Needs: Our parish is committed to making reasonable accommodations for children with special physical, learning, or behavioral needs. Please indicate below if your child has a special need in one of these areas. Knowing this will enable the best placement of your child in a group.

I grant permission for the administration of first aid to the above named child BY THE PEOPLE IN CHARGE of ST. THOMAS THE APOSTLE RELIGIOUS EDUCATION and those transporting my child to and from the program as their judgment deems advisable, and to make the necessary referrals to qualified physicians for the treatment of illness or accidents of a more serious nature. I understand that I will be promptly notified in the event of any serious illness or accident and prior to any major surgery, except when delay in such communication would endanger life. In case of a medical emergency, I understand that every effort will be made to contact the parents/guardian of the participant. In the event I cannot be reached I hereby give permission to the physician selected by the adult staff to hospitalize, secure proper treatment for, and to order injection, anesthesia or surgery, if deemed as necessary for my child.

I agree on behalf of myself, my heirs, assigns, executors, and personal representatives, to hold harmless and defend St. Thomas the Apostle Parish and the Diocese of Joliet, its officers, directors, agents, employees, or representatives from any and all liability for illness or death arising from or in connection with my participation in the trip.

Signature of Parent/Guardian

Date

Name of Family Physician

(_____)_____
Phone Number

S:RE:Registration 2023-2024:medical release form 2023-2024

ALL PARENTS MUST RETURN THIS FORM AT TIME OF REGISTRATION.

We are required by the Diocese of Joliet to provide the documents outlined below to all families registered in our Religious Education Program. The documents can be found on our website: <https://www.stapostle.org/religious-education/registration-forms/> and the St. Thomas Naperville App. Near the middle of the page you will see *Policy Regarding Sexual Abuse of Minors and Vulnerable Adults, Standards of Behavior for Those Working with Minors and Vulnerable Adults, Parent Handbook, and Practical Advice for Parents on Preventing Child Sexual Abuse*. Please review these documents and return this form with your signature along with your registration form and medical release form at the time of registration.

**ACKNOWLEDGEMENT FORM FOR
CLERGY, EMPLOYEES, VOLUNTEERS & PARENTS**

This is to acknowledge that I have been provided with access to
and reviewed a copy of:

 X *Policy Regarding Sexual Abuse of Minors and Vulnerable Adults*
(Revised 2021)

 X *Standards of Behavior for Those Working with Minors and Vulnerable Adults* (Revised 2021)

 X *Parent Handbook Pre K – 8th Grade including Conduct & Discipline Policies*

 X *Practical Advice for Parents on Preventing Child Sexual Abuse* (2003)

I understand that I am responsible to become familiar with the contents of the above documents. I agree to abide by and to conduct myself in complete accord with them.

(Please print clearly)

Family Last Name: _____

Parent/Guardian Name: _____

Position: Parent / Volunteer

Agency/parish/institution: St. Thomas the Apostle Catholic Church

City: Naperville, IL

Signature: _____

Date: _____

ADULT/TEEN VOLUNTEER FORM
For Grades PRE-K - 5TH

NAME _____ **PHONE** _____

EMAIL _____

St. Thomas Religious Education Program is made possible by the number of people who are willing to devote time and energy to share the Good News of Jesus with the youth of the parish. As you register children in the program, please pray and discern if you are able to make a commitment to this valuable ministry. You will be contacted by Lorraine Katz with more information.

	<u>TUES. 4:30 P.M.</u>		<u>SAT. 8:30 A.M.</u>	
	<i>Catechist</i>	<i>Aide</i>	<i>Catechist</i>	<i>Aide</i>
<i>P-K</i>	<u>N/A</u>	<u>NA</u>	_____	_____
<i>K</i>	_____	_____	_____	_____
<i>GR.1</i>	_____	_____	_____	_____
<i>GR.2</i>	_____	_____	_____	_____
<i>GR.3</i>	_____	_____	_____	_____
<i>GR.4</i>	_____	_____	_____	_____
<i>GR.5</i>	_____	_____	_____	_____

	<u>Tues. 4:30</u>	<u>Sat. 8:30</u>	<u>Preferred Grade(s)</u>
<i>Substitute Catechist:</i>	_____	_____	_____
<i>Substitute Aide:</i>	_____	_____	_____
<i>Volunteer (extra help):</i>	_____	_____	
<i>Administrative Helper:</i> (During RE)	_____	_____	
<i>Crossing Guard:</i>	_____	_____	

*All Faith Formation volunteers, over age 18 are required to take the workshop, Protecting God's Children, and have a background check. The Protecting God's Children workshop is available online. Go to www.virtusonline.org, click on the FIRST TIME REGISTRANT, follow the on-screen instructions. **For assistance, please contact Lorraine Katz at (630)355-8980 ext. 109.***

If you have already completed PGC, please list location here: _____

Please return to the Faith Formation/Religious Education Office.

**ADULT VOLUNTEER FORM
MIDDLE SCHOOL**

NAME _____ PHONE _____

E-MAIL _____

St. Thomas Religious Education is made possible because of the number of volunteers who are willing to devote time and energy sharing the Good News of Jesus with the Middle School students of our parish. More volunteers are needed. Please consider volunteering to help with our Middle School program.

Mon. 7:15-8:30 p.m.

Sat. 8:30-9:45 a.m.

Catechist: _____

Catechist Aide: _____

Substitute Catechist: _____

Administrative Help: _____

Hall Monitor: _____

All Faith Formation volunteers, over age 18 are required to take the workshop, Protecting God's Children, and have a background check. The Protecting God's Children Workshop is available online. Go to www.virtusonline.org, click on the FIRST TIME REGISTRANT, follow the on-screen instructions. For assistance, please contact SafeEnvironment@dioceseofjoliet.org. If you are a new volunteer to the RE program and have already completed PGC, please list location here:

***Questions: Call Peggy Goralski at (630) 355-8980 ext. 123 or the
Faith Formation/Religious Education Office at (630) 305-6318
Please return to the Faith Formation/Religious Education Office.***

Practical Advice for Parents

On Preventing Child Sexual Abuse

A Resource Provided to You Through the Protecting God's Children® Program



EDITOR'S NOTE: Parenting is the most influential responsibility an adult undertakes in life. It is also the one job for which adults receive the least amount of training. Society expects parents to know what to do, to always take appropriate actions, and to behave daily in a manner that provides a wonderful role model for their children. However, society does not provide parents the tools and skills they need to live up to these expectations. The National Catholic Risk Retention Group, Inc., provides parents with this free handbook to help them focus on practical steps designed to help protect children from sexual abuse. This handbook was produced for our Protecting God's Children program as a part of our VIRTUS® programs.

The first step to protecting children from sexual abuse is educating parents about the nature of the problem. Awareness about child sexual abuse—what it is and who commits it—opens the door to some simple steps parents can take to protect children. No one has more at stake or a more vested interest in protecting children than the people who gave them life. Awareness, education, and responsible parenting give a child the best tools for her or his defense—and the child may be more likely to tell an adult if something happens.

The Protecting God's Children program is designed for adults in our faith community—to raise their awareness about the nature of child sexual abuse, to educate them on how to recognize the warning signs, and to train them about what to do when they suspect a child is being victimized. The program includes awareness sessions, videos, web-based training modules, online training bulletins, and other programs specifically designed to assist parents and other adults.

The first of two centerpiece videos, *A Time to Protect God's Children*, presents an accurate, clear, and effective introduction to the subject of child sexual abuse. Awareness usually gives rise to the question: "What can I do?" The second video, *A Plan to Protect God's Children*, trains adults to recognize some of the primary symptoms of child sexual abuse and what to do if a child reports abuse.

We recognize that parents need practical advice. Parents bear the primary responsibility for the safety and well-being of their children. Here are some practical actions that parents can take to help protect their children from sexual abuse:

1. By virtue of their physical size, adults have power over children—and that increases a child's vulnerability. For example, parents and other authority figures teach children to "obey adults." When children hear this message, they may interpret it to mean that *all* adults have the authority to tell *all* children what to do, *all* the time. If this is a child's interpretation, then the message has created additional vulnerability for the child. Yet, some simple, common sense steps can help minimize a child's vulnerability. For example:

- Do NOT insist that children hug or kiss relatives or friends. Let children express affection on their own terms.



- Let children know that their feelings are important to you. Intervene if you notice that your child is uncomfortable doing something that another adult asks him or her to do. Let the child know that you will protect him or her from this discomfort. That doesn't necessarily mean that you should let children off the hook when it comes to doing their chores or cleaning up a mess they've made.
2. Learn to recognize and take advantage of teachable moments with children. Be willing to openly discuss sensitive issues. The American Academy of Pediatrics recommends the following age-appropriate conversations with children:
- From ages 18 months to 3 years—begin teaching children the proper names for all body parts.
 - Ages 3 to 5 years—teach children about private body parts and how to say “no” to anyone who touches them in a way that makes them feel uncomfortable. Give them direct answers to questions about sex.
 - Ages 5 to 8 years—talk about good touches and bad touches, and safety away from home.
 - Ages 8 to 12 years—focus on personal safety issues.
 - Ages 13 to 18 years—discuss issues such as rape, date rape, HIV, other sexually transmitted diseases, and unintended pregnancy. There are also professionals in the community who can provide assistance with forming age-appropriate responses to children's questions and concerns. Remember, regardless of the child's age: **Take advantage of teachable moments.**
3. Games are a great way to reinforce the lessons you teach your children about safety issues. For example, children are always asking parents, “What if?” Using this same game, parents can raise their own concerns and encourage their children to *think* and *make decisions* relying on the lessons they have learned.
4. Teach children to say, “Stop it,” to instructions that might encourage them to do things that they *really* do not want to do. Reinforce the rule that children should say, “Stop it,” to requests or demands that make them uncomfortable, even if they *think* they should obey. A discussion of these rules can teach a child that there are some times when it is okay to say, “Stop it,” and other times when it is okay to go along with the instructions. Everything hinges on context. Parents must teach their children how to discern between an *appropriate* request and an *inappropriate* request.
- For example, it is appropriate to follow the instruction to “Be nice,” as long as the instruction is within an appropriate context, such as, “Be nice and don't throw things at the other children.” But, tell children it's okay to disobey this request if, for example, someone says, “Be nice and take off your clothes.”
5. Know where children spend their time. Get to know the adults who show up at the various locations in the community where children gather and where they play together. Be wary of any adult who seems more interested in creating a relationship with a child than with other adults. Pay attention when an adult seems to single out a particular child for a relationship or for special attention. Warning signs include treats, gifts, vacations, or other special favors offered only to one specific child.
6. Make unannounced visits to the child's nursery, babysitter, daycare center, or school. When choosing a nursery, daycare center, or school, make sure that there are no areas where children play or work that are “off limits” to parents. Taking these actions raises awareness among caregivers, and reinforces the responsibility they have for the safety of the children in their charge.



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7. Find out if the child's school or church religious education programs include a sex abuse prevention curriculum. If not, volunteer to be on a committee to establish such a program. Work with teachers to review available programs and make recommendations to school administrators. Talk with other parents about supporting the addition of child sexual abuse prevention material to existing child safety programs.



Do NOT allow a child to go alone on “vacation” with *any* adult other than the child's parent.

Do NOT allow a child to spend the night alone with *any* adult other than the child's parent or another **safe** adult.ⁱ

Except in the case of a serious emergency, Do NOT allow a child to travel alone—even for a very short distance—with *any* adult other than the child's parent or another **safe** adult. You should also prohibit children from accepting expensive gifts from an adult, particularly if one child is singled out for special attention.

Parents can make an important difference. However, without a supporting organization to help bring together a community's resources, experts, and commitment, parents are limited in their ability to impact community-wide child abuse prevention. That's where we can help.

The Church can join with parents to build a society where children are no longer at risk of being sexually abused, where those who have been victimized can find the resources and courage to heal, and where all people live together in loving, supportive relationships.

Resources:

Child Sexual Abuse: What It Is and How to Prevent It, American Academy of Pediatrics, 1999.

Adams, C., and Fay, J., *No More Secrets: Protecting Your Child From Sexual Abuse*, Impact Publishers, Ninth Printing, 1991.

Practical Advice for Parents on Preventing Child Sexual Abuse

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ⁱ “Safe adult” is a special designation used in the VIRTUS *Child Sexual Abuse Prevention Program for Parents and Guardians* to describe adults who have demonstrated that they behave in a safe manner when interacting with children.

ELEMENTARY AND MIDDLE SCHOOL RELIGIOUS ED FAMILIES

MEET AND GREET MASS AND SOCIAL

SUNDAY AUGUST 27, 2023

11:15AM MASS



MEET YOUR CATECHIST.

SEE OLD FRIENDS AND MEET NEW ONES.

REFRESHMENTS WILL BE SERVED.