

# OUR LADY HELP OF CHRISTIANS

## Faith Formation Program

4125 Union Road  
Cheektowaga, New York 14225

PHONE: 458-3130

DENISE SEELEY, Director

Dear Parents,

There is a new format to the Faith Formation Program this year. Mass attendance is part of the requirement to attend the program this year and all classes for every grade level will be held on Sunday from 10:00-10:45 a.m. so that families have the option of attending the 9:00 a.m. or 11 a.m. Mass. The 9:00 a.m. Mass will be a children's Mass and Father will spend time instructing the children during this Mass, so he asks that you make every effort to attend this Mass with your child.

Enclosed you will find registration information for your child for the 2021-2022 school year. I would greatly appreciate your **filling out** and returning the registration form, accompanied by the fee, to the Faith Formation Office as soon as possible. Materials can be mailed or dropped off at the office. **It is very important that you return registration forms as soon as possible as student numbers determine the number of teachers I need to staff the program. While there are many dedicated people who teach in our program, finding new teachers is a challenge and takes time, so I appreciate you returning your form(s) in a timely manner.**

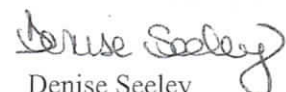
Please take a moment to read over and fill in the areas regarding food allergies and learning difficulties your child may have. We need to keep this information updated so we can best accommodate your child's needs from year to year. ***Please make sure that when you fill out the emergency phone number section you give a number different from your home phone or cell phone number.*** Many parents feel that because class is "only an hour" one phone number will suffice. However, many times parents use the hour to run errands and we have run into occasions where voice mailboxes are full. That is why I ask for an alternate phone number.

New students **must** also include a copy of their baptismal certificate with their registration. Additionally, new students must also submit verification of attendance in any previous Faith Formation program or Catholic school. In accordance with our program policy, any student who fails to produce proof of previous attendance in a Faith Formation program or Catholic school is placed one year below their present grade level.

Registration fees and other important facts about this coming year's program are outlined on the "Information Sheet," which can be found on the **REVERSE SIDE** of this letter. **Registration fees for the 2021-2022 school year are as follows: \$50.00 per family.** I ask that you please keep this sheet handy as a reference throughout the school year. Please note the payment policy. Students will not receive a class assignment until registration fees are paid or other arrangements are made with Father Jozef. ***Please note: The Faith Formation Office DOES NOT handle the cashing of checks. All monies are sent directly to the Rectory Office.*** Any questions or concerns you may have about your check should be directed to the Rectory at 276-9288.

Finally, of paramount importance, I ask for your help as a teacher, substitute teacher, or hall monitor. It is a remarkably fine group of volunteers you will be joining and an excellent way to serve the needs of our parish community. Registration is FREE for students whose parents volunteer to teach in our program and there is a reduction in registration fees for students whose parents volunteer in other positions in our program. Please seriously consider helping your children and our parish. It is just an hour or two of your time for 30 weeks. Just call the Faith Formation Office and I will be sure to get back to you.

Thank you for your cooperation. If you have any questions or concerns, please feel free to call the Faith Formation Office.



Denise Seeley  
Director of Faith Formation

# FAITH FORMATION CLASSES 2021-2022

## Information Sheet

This sheet contains important information in regards to your child's registration in the Faith Formation Program. Please read it carefully and save it for future use.

- FIRST DAY OF CLASS:** Grades K-10 begin **Sunday, September 19<sup>th</sup>**. On the first day of class, class assignments for pre-registered students will be posted in the hall by the Faith Formation Office. Unregistered students are asked to report to the Faith Formation Office for classroom assignments.
- CLASS TIME:** Grades K-10 meet from 10:00 a.m. to 10:50 a.m. on Sundays.
- REGISTRATION FEES:** Fees are \$50.00 per family. Fees must accompany registration forms unless other arrangements are made with Fr. Jozef. If a check is written, please make it payable to "Our Lady Help of Christians Church."
- DISMISSAL POLICY:** Grades K-3 are dismissed from the classroom doors. *Children in grades K-3 WILL NOT be dismissed until visual contact is made with their parents/guardians.* Children in grades 4-10 are dismissed by grade level and exit the building through the back door. Parents/guardians may meet their children at the classroom door if they so wish or meet their children in the parking lot. Students in grades 4-10 are instructed to return to the building if a parent/guardian is not there to meet them after class. All students wait in the Faith Formation Office for late pick-ups.
- LEARNING DIFFICULTIES:** If your child has any learning or reading disabilities and/or is in any special classes, **please** let the Faith Formation Office know at once. This is for your child's benefit.
- ABSENCES:** Parents are asked to *CALL* the Faith Formation Office during class time on any day their child will miss class for ANY reason (632-3532). **Any student who misses more than five (5) classes during the year will NOT receive credit for the year.** \*PLEASE NOTE: All tardy students **MUST** obtain a late pass from the Faith Formation Office before reporting to class.
- BAD WEATHER:** In the event of a weather related cancellation of class, you should watch Channels 2, 4, or 7 for a visual cancellation announcement OR **go on their respective websites to the school closings tab.**
- KINDERGARTEN PROGRAM:** Our optional kindergarten program is a full year program that follows the Sunday class calendar. Registration fees, etc. are the same as the other grade levels.
- PARENT CENTER INFORMATION BOARDS:** These information boards are found hanging in each hallway and contain important information such as monthly calendars, reminders of sacramental meeting dates, and sacrament celebration dates. Please make sure to read over this pertinent information when you come into the building.

# Our Lady Help of Christians Faith Formation Program Registration

School Year \_\_\_\_\_

Registering for Grade \_\_\_\_\_

Student's name \_\_\_\_\_

Address \_\_\_\_\_

Home phone number \_\_\_\_\_

Father's name \_\_\_\_\_

Father's cell phone number \_\_\_\_\_

Mother's name (Please include maiden name) \_\_\_\_\_

Mother's cell phone number \_\_\_\_\_

Name mail should be addressed to \_\_\_\_\_

Mailing address \_\_\_\_\_

Email \_\_\_\_\_

*If dual mailings are needed, please indicate:*

*Parent's name* \_\_\_\_\_

*Parent's address* \_\_\_\_\_

*Secondary email* \_\_\_\_\_

Name of the parish in which you are registered \_\_\_\_\_

Does your child have any physical difficulties (i.e. allergies, seizures, etc.)? \_\_\_\_\_

If yes, please explain how we can help \_\_\_\_\_

\_\_\_\_\_

Does your child have any learning difficulties? \_\_\_\_\_

If yes, please explain and state how we can help \_\_\_\_\_

\_\_\_\_\_

Name and phone number of person(s) to be contacted in an emergency (in case of illness, etc.)

**PLEASE DO NOT USE YOUR HOME PHONE NUMBER/CELL PHONE NUMBER**

\_\_\_\_\_

Please list the names and grade levels of any siblings also attending the program: \_\_\_\_\_

\_\_\_\_\_

**PLEASE READ AND SIGN:** *The most important requirement of the Faith Formation Program at Our Lady Help of Christians is Mass attendance. My child and I will attend Mass weekly with the understanding that failure to attend Mass will result in my child's delay in sacrament reception and promotion to the next grade level.*

\_\_\_\_\_

(parent signature)

Registration Paid \_\_\_\_\_

**PERMANENT RECORD CARD INFORMATION SHEET**

**NEW STUDENTS ONLY**

Student's Name \_\_\_\_\_

Address \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number(s) \_\_\_\_\_ Grade \_\_\_\_\_

School now attending \_\_\_\_\_ Date of Birth \_\_\_\_\_

Father's Name \_\_\_\_\_ Alive \_\_\_ Deceased \_\_\_

Father's Religion \_\_\_\_\_

Mother's Maiden Name \_\_\_\_\_ Alive \_\_\_ Deceased \_\_\_

Mother's Religion \_\_\_\_\_

Has this student been Baptized? Yes \_\_\_ No \_\_\_

Approximate Date of Baptism: Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

Place of Baptism \_\_\_\_\_

Has this student received the Sacrament of Reconciliation? Yes \_\_\_ No \_\_\_

Parish where the student received First Reconciliation: \_\_\_\_\_

Approximate Date \_\_\_\_\_

Has this student made his First Communion? Yes \_\_\_ No \_\_\_

Parish where the student received his First Communion: \_\_\_\_\_

Approximate Date \_\_\_\_\_

Has this student been confirmed? Yes \_\_\_ No \_\_\_

Parish where the student received Confirmation: \_\_\_\_\_

Approximate Date \_\_\_\_\_

Does this student have any condition that might require medical assistance on our part? Yes \_\_\_ No \_\_\_

If yes, please explain \_\_\_\_\_

Does this student have a learning disability? Yes \_\_\_ No \_\_\_

If yes, please explain \_\_\_\_\_

Does this student attend special reading classes during his regular school time? Yes \_\_\_ No \_\_\_

If yes, please explain \_\_\_\_\_