

**Guardian Angel Parish
Faith Formation Handbook
2025-2026
128 Norwich Avenue
Colchester, CT 06415**

Director of Faith Formation: Deacon Ronald J Krystofik Jr.

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Office Number: 860-537-5415

Office Hours: by appointment only

Website: <https://www.guardianangelsct.org>

Mission:

St Andrew Faith Formation strives to support a fun and interactive faith journey by teaching children to live their faith as Jesus taught through community, guidance, firm morals, positive examples and love.

Registration

Faith Formation programs are available to all children in grades 1 – 9 for families who are registered and active parishioners at St Andrew or St. Francis Church. Families can register to become parishioners by contacting the Guardian Angels Parish Office, 860-537-2355.

Registration for Faith Formation is held during a limited window of dates that are announced at Mass, on the church's web site and in the church bulletin. Children

of Catechists and assistant Catechists receive priority class placement and other students are registered on a first-come, first-serve basis.

REGISTRATION FEE: \$55.00 for the first child, \$45.00 for each additional child with a family max of \$160.00 (Retreat, Special Events, and Apparel are not included in Family Max)

Late fee of \$10.00/ student after September 1, 2025

**Additional costs: 2nd grade \$20.00 for First Communion Preparation
8th grade \$65.00 for Confirmation Retreat
9th grade \$85.00 for Retreat and Confirmation gown or Stole**

A late fee is charged after the announced registration period has passed. In the event that classes are filled, home schooling may be the only option with the exception of sacramental years 2 – First Communion and 8 & 9 two year Mandatory Confirmation class.

Registration fees are used for purchasing student textbooks, classroom materials, hall maintenance, and retreats as well as fixed and indirect costs associated with running our Faith Formation program throughout the year.

Fees may be waived due to financial hardships, with the approval of the DRE or the Pastor. Requests and approvals are handled in the strictest confidence. If you have any financial concerns please contact the Director of Religious Education.

In order to be registered, students in grades 2-9 are expected to have attended Faith Formation in the previous year and be prepared for placement in their next grade. Students who have not enrolled in a Faith Formation program are expected to make special arrangements with the DRE regarding matriculation into Guardian Angels Formation program.

Any child registering for the first time in Guardian Angels Faith Formation program **MUST** present a Baptismal Certificate, unless the child was baptized at St Andrew or St. Francis as well as any other sacrament certificates applicable to the age of the child. **PLEASE NO ORIGINALS, COPIES ONLY.** If you are unable to make a copy we can make copies in the office.

Home schooling by the student's parents is an alternative to our traditional classroom instruction for children from grades 1-7 (not including grade 2) and requires the following:

1. Parents must register students for the home school program.
2. Parents must follow the grade level appropriate curriculum, which will be available along with the grade level books or program.
3. Parents must attend Faith Formation Meeting every year.
4. Student must attend Faith Formation Meeting/retreats when applicable.
5. Student must complete and return **all** unit assessments.

Note: Students attending sacramental preparation classes (grades 2, 8 and 9) may not be home schooled. These students must attend formal classes to prepare for receiving their sacraments.

The Faith Formation Program runs from September – May and meets weekly for Grades 1-5 and every other week for Grades 6-9. The schedule for your child's grade will be e-mailed and posted on the website. In addition to the child's involvement in a Faith Formation or Confirmation program, it is important that Faith Formation is supplemented by a strong spiritual family life that is marked by weekly Mass Attendance, faith sharing, prayer, sacrifice, and participation in the sacramental life of the Church.

We encourage you to work with your children on their Faith Formation lessons and prayers. Let's all work together to help our youth learn more about our wonderful Catholic Faith.

SAFE ENVIRONMENTS

Guardian Angels Safe Environment Program provides members, young and old, strong and vulnerable, with information to ensure all people are aware and empowered to create and maintain a "safe environment" for all individuals to practice their faith.

In compliance with the Pastoral Code of Conduct set forth by the Diocese of Norwich and the United Conference of Catholic Bishops, the Norwich diocese and this parish provide training and background checks of all employees, Catechists, assistants, child advocates and any volunteers who are working with children. All

Faith Formation Catechists and assistants are required to participate in a one-time training session and consent to periodic background checks.

Please be assured that every volunteer working with our children is expected to follow these mandates. In the event that a concern regarding an individual's conduct arises associated with the parish, please contact the Pastor or the Director of Faith Formation **immediately**.

As part of your child's religious education, the teacher or designee will discuss age appropriate topics that children commonly encounter such as bullying, teasing, peer pressure, inappropriate comments by peers and/or adults, disrespectful behavior, uncomfortable situations at home, school and/or the community; and reinforce appropriate conduct and discuss who to go to for help, when necessary. Please contact the Director of Faith Formation with any questions or concerns.

As part of the Safe Environment Program in our parish, for grades 1-5 **authorized individuals only**, must sign students in and out class. Please do not let your child sign themselves in or out. Students will not be released to anyone except a parent or authorized individual (indicated on the registration form) and **all students** must be signed out of class. Should there be an emergency situation the Director of Faith Formation is to be contacted.

Grades 6-9

We believe that grades 6-9 should be treated like young adults, for that reason they will be responsible for signing themselves in for class. That being said if they should forget to sign themselves in they will not receive credit for the class. They should not sign in any other student, especially if that student is absent. In addition, attendance will be taken, grades 6-9 will not have to sign-out; they will be released via the kitchen door to the parking lot. We ask that you be on time.

ATTENDANCE

Our Pastor and Director of Faith Formation expect that each week every student and their family attend weekly Mass as it is a primary tenet of our faith. There are two crucial elements to a comprehensive faith formation program for children and teens: Mass and class attendance and both are accompanied by ongoing parental support and guidance.

MASS ATTENDANCE:

We strongly encourage all children and teens attend weekly Mass, it is important that Faith Formation is supplemented by a strong spiritual family life that is marked by weekly Mass & Holy Days of Obligation.

Weekly Mass and Holy Days of Obligation attendance is MANDATORY for grades 8-9. A sign in book will be available at the main entrance of St Andrew church.
MASS TIMES

Mass times are Saturdays 4:00, Sundays 8:00, 9:30, 11:00 & 5:00 2 Sundays a month.

If you are away for any reason and unable to attend Mass at St Andrew with your 8th & 9th grader and attend Mass at another church just bring a copy of the bulletin from the church you attended Mass.

CLASS ATTENDANCE:

Students are expected to be on time for class. Late arrivals cause disruptions and show a lack of respect for the teacher as well as fellow students.

Grade 1-5 Attendance is recorded on the class sign-in and sign-out sheet. Parents it is your responsibility to sign your child in & out. Please **do not** let your child sign themselves in or out.

Grade 6-9 Attendance is also recorded on a sign-in sheet only and is the responsibility of your child to sign themselves in. That being said if they should forget to sign themselves in they will not receive credit for the class. Students should not sign in any other student, especially if that student is absent. We will be doing head counts to verify who has come in and that it corresponds to the sign-in sheet. In addition, grades 6-9 will not have to sign-out; they will be released via the kitchen door to the parking lot. We ask that you be on time.

ATTENDANCE REQUIREMENTS:

Grade 1-5 **Sunday Morning 8:00 or 9:30** September 21, 2025- May 3, 2026
5 absences allowed per year for sickness/emergency

Grade 6 and 7 Tuesday **6:30-8:00 pm** September 23 ,2025-April 21, 2026
4 absences allowed per year for sickness/emergency

Grade 8 **Confirmation 1, Thursday 6:30-8:00 pm,
 September 25, 2024-April 23, 2026**
 Students are expected to attend each/every class scheduled class
 Per the Confirmation program guidelines.
4 absences allowed per year for sickness/emergency

Grade 9 **Confirmation 2, Thursday 6:30-8:00 pm,
 September 25, 2025-April 23, 2026**
 Students are expected to attend each/every class scheduled class
 Per the Confirmation program guidelines.
4 absences allowed per year for sickness/emergency

Students will not be promoted to the next grade until all outstanding make-up work is completed and submitted to our office.

LATE ARRIVAL/EARLY DISMISSAL POLICY:

- 1. Students arriving more than 15 minutes late will be considered absent.**
- 2. Students may not be dismissed more than 15 minutes early except for illness or family emergency. Students are expected to remain for the entire class and should not make a habit of leaving early for sports or other events.**

If your student is absent from class, **parents must notify the office**. Do not relay this information to volunteers or other parents – **parents** must notify us directly. If your student is going to be late or leave early we must be notified via e-mail or phone call by the parent.

STUDENTS' EXPECTATIONS

ALL GRADES

1. Students are expected to be on time for class. Late arrivals cause disruptions and show a lack of respect for the teacher as well as fellow students.
2. If a student is absent for any reason the **ENTIRE** chapter and/or Unit Review must be completed prior to the next class.
3. All phones and devices must be turned off and should not be taken out during class or break. If an item **ex: Phone is used during class or break, it will be taken away and not returned until the end of class.**
4. Show respect to Priests, Sisters and Catechists. When clergy enters your classroom, you will stand and greet them in a respectful way.
5. Respect for your Catechists and classmate is expected. Teasing and foul language will not be tolerated. Proper classroom rules are applied, raising your hand your hand to ask or answer a question and using inside voices to respect the classrooms next door.
6. Limited food and drink will be permitted during class in the Parish Hall please contact Deacon Ron if there are any dietary concerns.
7. Hats, hoods & sunglasses must be removed upon entering the Hall or Church,
8. Always bring your folder and program with you when you come to class and take it home with you after class. These are yours to keep. Please write in them during class or if making up work, please treat them with respect.
9. Students are expected not to push or break the furniture. If a student damages any item, the student and their parents are liable. There will be no writing on the walls, tabletops or chalkboards nor sitting on table before, during or after class.
10. For your protection and safety, students are to use the walkway when coming to or leaving class. Do not run, and use caution when walking in the parking lot.
11. Please keep restrooms tidy. **Do not forget to flush the toilet after using,** wash your hands and DO NOT throw paper towels into the sink or toilet. Because our class time is limited, you are encouraged to limit your bathroom use to before and after class, not during class.

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GRADES 1-5 SUNDAY CLASS SCHEDULES 2025–2026

8:00-9:00 Classes for Grade 2, 4 & 5 on Sundays

9:30-10:30 Classes for Grades 1, 2, 3, 4, 5 on Sundays

*Classes for the 2025-2026 Faith Formation year will begin on **September 21, 2025**. This day will include the **mandatory parent/student** meeting for grades 1-5 one parent must attend.

***Dates in Red are dates children are to go to church and sign in:
after 9:30 Mass we will meet in the parish hall for Donut Sunday.**

Faith Formation Classes will be held on the following days:

2025

September ***21, *28**

October 5, 19, 26

November 2, ***16**, 23

December 14, 21

2026

January ***4**, 11, 25

February 1, 8, 22

March 1, 15, 22, ***29**

April ***5 (Easter)**, 26

May 3 (**Last Class**)

Please be sure your child arrives on time for class and be certain to pick your child up as soon as class is over. If there are any problems or concerns, please contact the Faith Formation Office.

Reminder:

Second grade, First Holy Communion students must attend a minimum of 18 classes, this is a Sacrament year. First Communion students must pass a 1st Communion Review given in February.

If a student is absent for any reason the **ENTIRE Chapter, all work and Chapter(s) and or Unit Review** must be completed. If you miss a class, you must make up the work. **The chapter(s) for the week you missed is the Homework and should be done promptly and turned into the teacher at the next class.**

***In times of inclement weather where classes are cancelled you will be notified by email, Check website: www.guardianangelsct.org or watch WFSB Channel 3 News networks for cancellations**

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2025-2026

6th - 7th GRADE SCHEDULE

**A Mandatory Parent meeting has been scheduled as follows:
September 23 Or 30 at 6:30.**

****Weekly Mass attendance is Mandatory and students must sign-in**

Classes for the 2025-2026 Faith Formation year will begin on **October 7, 2025.**

Faith Formation Classes for 6th & 7th Grade will be held on the following days:

Classes are TUESDAY EVENINGS 6:30-8:00 pm

2025

October 7, 21

November 18

December 2, 16

2026

January 6, 20

February 3, 24

March 10, 24

April 7, 21

Saint Paper due **December 21, 2025**

Community Service Hours due **March 22, 2026**

*6th & 7th Graders, are required to do **5** Community Service Hours and Complete a Saint Paper*

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2025-2026

CONFIRMATION 1 SCHEDULE

8th GRADE

Classes are THURSDAY EVENINGS 6:30 – 8:00 pm

*****Mandatory parent/student meeting has been scheduled for: Thursday September 25: One Parent and Confirmation candidate **must** attend the meeting**

Classes for the 2025-2026 Faith Formation year will begin on October 16, 2025

***Dates in Red are dates children are to go to church and sign in:**

Faith Formation Classes for 8th Grade will be held on the following days:

2025

October 16, 30

November 20

December 4, 18

2026

January 8, 22

February 5, 19, 26 (Yes 2 weeks in a row)

March 12, 26

April (***2, Holy Thursday Mass**) 9,

23

Retreat Information:

Retreat and Retreat Mass:

Saint Paper due **December 21, 2025**

Community Service Hours due **March 22, 2026**

Sponsor Information due **March 22, 2026**

Confirmation 1 Students are required to: attend Weekly Mass and sign-in, to do 10 Community Service Hours, complete a Saint Paper and attend a Confirmation Retreat & Retreat Mass and Complete a Sponsor Form.

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2025-206 CONFIRMATION 2 SCHEDULE

9th GRADE

Classes are THURSDAY EVENINGS 6:30 – 8:00 pm

*****Mandatory parent/student meeting has been scheduled for: Thursday September 25: One Parent and Confirmation candidate **must** attend the meeting**

Classes for the 2025-2026 Faith Formation year will begin on October 16, 2025

****Weekly Mass attendance is Mandatory and students must sign-in**

***Dates in Red are dates Students are to go to church and sign in:**

Faith Formation Classes for 9th Grade will be held on the following days:

2025

October 16, 30

November 20

December 4, 18

2026

January 8, 22

February 5, 19, 26 (Yes 2 weeks in a row)

March 12, 26

April (*2, Holy Thursday Mass) 9, 23

Retreat Information:

Retreat and Retreat Mass:

Saint Paper due **December 21, 2025**

Community Service Hours due **March 22, 2026**

Sponsor Information due **March 22, 2026**

Confirmation 2 Students are required to: attend Weekly Mass and sign-in, to do 20 Community Service Hours, complete a Saint Paper and attend a Confirmation Retreat & Retreat Mass and Complete a Sponsor Form.

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