



## **St. Benedict Parish Catechesis of the Good Shepherd Program Packet**

Welcome to the Catechesis of the Good Shepherd at Holy Family Atrium!

The Catechesis of the Good Shepherd is a Montessori-based method of spiritual and religious formation, founded in Rome in 1954. This approach follows the teaching of St. Thomas Aquinas that all of our knowledge has its origin in the senses. Children are given developmentally appropriate presentations and sensorial materials with which to explore the liturgy, Scripture, and the life of Jesus. These materials include—among many others—a model altar, a model baptismal font, a raised-surface map of the land of Israel, and figures of Jesus and the apostles during the Last Supper. This concrete way of presenting the faith mirrors the way the Church teaches us throughout our lives, by means of the sacraments, holy water and oils, incense and statues. The “atrium” is a place of prayer, a room specially prepared for children to grow in their relationship with Jesus and in their knowledge of the Catholic faith.

CGS catechists receive 90 hours of formation for each age level that they serve. They are both intellectually and spiritually prepared to work with children in the Atrium, a place where the spiritual values of childhood are predominant. The catechist team includes members of St. Benedict Parish and Benedictine College students.

Those serving the atrium for 2017-18: Angie Bailey, Danielle Blosser, Taylor Hawkins, Brigid Hoagland, Patricia Lombardo, MariAnna Martin, Claire Mealey, Elizabeth Mirarchi, Jennifer O’Malley, Jennifer Newman, Jennifer Ramage, Catherine Sienkiewicz, Claire Willms, Meggan Young, and Julia Zia

This Catechesis of the Good Shepherd (CGS) Program Packet needs to be **submitted in its entirety**. One packet per family please. Do not remove any pages of this packet as all of the information will need to be submitted together. (You may add additional pages if more than (4) children will be registered.) Utilize the checklist provided to ensure you are submitting all of the required documents *with* the CGS Tuition Fee. Drop off the registration packet **between 9 and 11 am on August 5, in the SBCS lobby**. After 11 am and for the rest of the week, CGS Packets can be dropped off, or mailed, to the Parish Office.

Should you have any questions during this process, please make contact with your CGS Coordinator or contact the Parish Office at 913-367-0671.

**Note:** Do not register if your child is enrolled at St. Benedict Catholic School as a 4 yr. old Pre-School or Kindergarten, he/she will receive Catechesis of the Good Shepherd during the school week.



## **St. Benedict Parish Catechesis of the Good Shepherd Program Packet**

**ATRIUM SESSIONS FOR 2017-2018** Please select a session below:

**Level I (ages 3-6) Sessions:**

- Wednesday (4:00-6:00pm)
- Saturday (9:00-11:00am)

**Level II (ages 6-9) Sessions:**

- Wednesday (4:00-6:00pm)
- Saturday (2:30-4:30pm)

**\*Are you interested in your level II child, who is at least 7 years of age, receiving First Reconciliation and First Communion (including possibly a 4-day retreat) through the CGS program?**

- Yes, name of child \_\_\_\_\_

**Level III (ages 9-12) Session:**

- Sunday (2 hour session, TBD between 5 and 9pm)

**\*For planning purposes: Are you interested in enrolling an older child or children (age 13+) in a special Level III session for this age group (also TBD on Sunday evenings for 2 hours b/w 5 and 9pm)?**

- Yes, name and age of child(ren) \_\_\_\_\_

**Tuition Fees:** *\*Should you need assistance or if you would like to divide fee into payments, please contact Danielle Blosser 913-367-5160*

Checks made payable to "St. Benedict Parish" in Memo line – "CGS Enrollment"

\$100.00 Tuition Fee **due with registration packet**

Mark with a check mark as each item is completed. Once completed submit CGS Program Packet with the CGS Tuition Fee to the Parish Office for processing.

**CGS Packet and Registration Fees are due no later than August 12<sup>th</sup> 2017.**

**Checklist:**

- |   |   |
|---|---|
| _____ Atrium Session Selected             | _____ Emergency, Medical, & Allergy Release |
| _____ Tuition Fee \$100.00 attached       | _____ Parent Volunteer                      |
| _____ Atrium Policy - read and signed     | _____ Child Pick-up Release                 |
| _____ Profile Information & Photo Release |   |
| _____ Registration Enrollment Form        |   |



Baptism Certificate (unless submitted last year)

## **St. Benedict Parish Catechesis of the Good Shepherd**

### **Atrium Policy**

*Signature is required*

#### **Wait List**

A waitlist for each session is established after the maximum number of children is reached. If space becomes available, we will contact those on the waitlist. To keep it fair to all waitlisted families, we will attempt to contact the first family on the waitlist within a 48- hour period, after that time the next family will be offered the open space.

#### **Children New to the Atrium**

If a child is enrolled in a 3-6 Atrium session for the first time, a tour of the Atrium and orientation will be scheduled before the Atrium year begins. On the day of the first session, the new child will remain for the first half hour of the session only. The following week, the child will remain for one hour. After the first two weeks, the usual two-hour time period will apply to all children in the session.

#### **Atrium Readiness**

During the first 3 weeks of Atrium, we assess the child's readiness for the Atrium. If we deem that the child is not ready (i.e. not potty-trained or not able to follow simple instructions and work independently), we will ask them to wait 6 months. We will refund the registration fee at that time, unless siblings are also enrolled.

#### **Atrium Behavior**

Following the discretion of the catechist, if a child hurts another person in the Atrium (by hitting, kicking, biting, pinching, scratching, etc.) then we will ask them to skip the next week of Atrium. This is to cultivate an atmosphere of respect in the Atrium. If it happens a second time, the child will be asked to wait until the next semester before returning.

#### **Punctuality**

Please make every effort to bring children to the Atrium on time. Atrium sessions often begin with prayer or presentations, which are an important component. If your child needs to arrive late, please help him or her to enter the Atrium quietly. If for some reason you are unable to bring your child on time each week because of an ongoing schedule conflict, please communicate this to the catechist of your session, who may need to adjust the session format to accommodate.

#### **Signature**

I, \_\_\_\_\_, acknowledge that I have read and understand the CGS Atrium Policy outlined above and do hereby give permission for my child(ren) to participate fully in CGS.



## St. Benedict Parish Catechesis of the Good Shepherd Family Profile Information & Photo Release

### **FAMILY PROFILE** *(information is optional, but may be very helpful to catechists serving your child)*

The following information will be treated as confidential. Is there anything that would be helpful to know about your child or your family i.e., illness or death in the family, single parent, different religious beliefs, areas of difficulty for the child such as trouble reading, areas of self-consciousness, etc. In addition, if your child has any special needs such as physical impairments, cognitive impairments, ADD, ADHD, learning disabilities, vision impairments, hearing impairments, medical or behavioral conditions, we would like to contact you to get more information about how we can best serve your child.

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Please call me at \_\_\_\_\_ to speak privately regarding my child's "Family Profile" information.

My name is: \_\_\_\_\_

My child's name is: \_\_\_\_\_

### **PHOTO RELEASE**

Catechesis of the Good Shepherd does not use photos of children, catechists, or sessions unless we have written releases from all involved. It is our policy that the full names of children will never be used. In general the first name of a child will not be used unless we have a specific reason. Using a child's name will always be discussed with the child's parents beforehand. No last names, addresses and/or telephone numbers will ever be used.

\_\_\_\_ We/I hereby give permission for Catechesis of the Good Shepherd to use first names and photos of my child(ren) in Parish publications, St. Benedict Parish or Benedictine College websites, or in the regional or national CGS publications.

\_\_\_\_ We/I hereby do not give permission for Catechesis of the Good Shepherd to use first names and photos of my child(ren) in Parish publications, St. Benedict Parish or Benedictine College websites, or in the regional or national CGS publications.

\_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature



## St. Benedict Parish Catechesis of the Good Shepherd Child Information Form

**CGS Year** \_\_2017-18\_\_

### Parental Information

Father's Full Name: \_\_\_\_\_

Religion of Father: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address if different from child: \_\_\_\_\_

Email: \_\_\_\_\_

Mother's Full Name: \_\_\_\_\_

Mother's Maiden Name: \_\_\_\_\_

Religion of Mother: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address if different from child: \_\_\_\_\_

Email: \_\_\_\_\_

Were Parents married by a Priest: Yes / No

Parish married in: \_\_\_\_\_

Anniversary Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Are Parents members of a Catholic Parish: Yes / No

Name of Parish: \_\_\_\_\_

Address of Parish: \_\_\_\_\_

Phone Number of Parish: \_\_\_\_\_



## St. Benedict Parish CGS Emergency and Medical Releases

### **Emergency Contact Information**

Emergency Contact Name: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

Alternate Phone Number: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

Alternate Phone Number: \_\_\_\_\_

### **Authorization and consent of parent(s) or legal guardian(s)**

I do hereby state that I have legal custody of the aforementioned Minor(s). I grant my authorization and consent for St. Benedict Parish CGS Staff to administer general first aid treatment for any minor injuries or illnesses experienced by the Minor(s). If the injury or illness is life threatening or in need of emergency treatment, I authorize the St. Benedict Parish CGS Staff to summon any and all professional emergency personnel to attend, transport, and treat the minor(s) and to issue consent for any treatment, or hospital care deemed advisable by, and to be rendered under the general supervision of, any licensed physician, surgeon, dentist, hospital, or other medical professional or institution duly licensed to practice in the state in which such treatment is to occur. I agree to assume financial responsibility for all expenses of such care. It is understood that this authorization is given in advance of any such medical treatment, but is given to provide authority and power on the part of the St. Benedict Parish CGS Staff in the exercise of his or her best judgment upon the advice of any such medical or emergency personnel.

Parent / Legal Guardian Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_



## St. Benedict Parish CGS Child Pick-up Release Form

**CGS Year** \_2017-18\_

To help ensure the safety of your children, the St. Benedict Parish Catechesis of the Good Shepherd Program requires parents to authorize any individuals who will pick up their children. Children will only be allowed to leave with their parents or those listed on this form. If you have not yet returned this form to the CGS Coordinator, your child will only be allowed to leave with you, the parent. Individuals may be added to this list at any time with your written consent. To assist us with these safety measures, you will be invited briefly into the classroom at the end of the first class to meet your child's catechists.

Thank you for sharing in our efforts to keep all our children safe!

<b>Name of Child(ren)</b>	<b>Person Authorized to Pick up Child</b>	<b>Relationship to Child</b>

I, \_\_\_\_\_ authorize the above individuals to pick up my child(ren) from St. Benedict Parish Catechesis of the Good Shepherd classes.

## St. Benedict Parish GCS Parent Volunteer Form

**CGS Year** 2017-18

Under the care of Christ the Good Shepherd, CGS in our parish is made possible by the shared gifts of community members. We ask all families participating in CGS to contribute in one of the following ways (please check one):

- Cleaning Team:** To maintain the beauty of atrium spaces, help is needed with such tasks as vacuuming and dusting. Each family will be responsible for cleaning during their scheduled week, which will rotate throughout the semester.
- Materials Assistant:** Prepared consumable materials are used by the children, such as paper shapes for pasting works. Assistance in preparing these materials will be requested on an as-needed basis. Any necessary instructions, materials, templates, or printed sheets will be provided.

The catechists and assistants in CGS find great joy as they encounter Christ with the children in the Atrium. New catechists and assistants are welcome as we strive to serve the growing needs of the children in our parish. We invite all to prayerfully consider if God is calling them to this service. If you are interested in learning more, the Atrium Coordinator will contact you to discuss training and preparation for future involvement.

- Catechist:** Good Shepherd Catechists recognize that the true catechist is Christ himself. The role of the CGS catechist is to assist the child in an environment that facilitates the growth of relationship between God and the Child. The catechist uses hands-on materials to present the truths of the Catholic Faith in Scripture, Liturgy, morality, and prayer. The children then freely work with the materials as they reflect and deepen their understanding. Preparation and restoration of the atrium space before and after the session are also the responsibility of the catechist. Being a CGS Catechist requires training and certification in the CGS method, available in the Kansas City area. Virtus Safe Environment training is also required. Both training and serving as a catechist are opportunities for deep growth in the faith of the catechist.
- Atrium Assistant:** Assistants in the atrium help the children as they work with the materials and grow in their relationship with God. Assistant duties may include reading Scripture to children, facilitating peaceful behavior during group prayer and work time, taking notes for the catechist, helping to restore the atrium, and assisting with various needs of the children. CGS training for assistants is helpful, but not required. Virtus Safe Environment training is required.



Name of Parent(s) \_\_\_\_\_

**Individual Child Information (complete sections below for each child—attach pages if needed)**

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**Child Information**

Child's Full Name: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Child's City of Birth: \_\_\_\_\_

Child's Address: \_\_\_\_\_

School District: \_\_\_\_\_

What grade is the child: \_\_\_\_\_

Gender: Male / Female

Was the child adopted: Yes / No

Was the child privately baptized? (In hospital, due to health concerns, etc.): Yes / No

Does this child have previous Atrium experience: Yes / No (Years: \_\_\_\_ Level: \_\_\_\_)

**Allergies & Medical Concerns**

Does your child have any known allergies that the CGS Program Staff will need made aware of? Latex, nut allergy, any other aggressive allergies, etc. If so, what are they (please be specific).

\_\_\_\_\_

**Sacramental Information**

***Note: If your child was not baptized at St. Benedict Parish, Atchison, Baptismal Certificates are required and due no later than October 1st in order to continue the CGS Program and to receive the Reconciliation, First Communion, and Confirmation Sacraments.***

**Baptism:** Yes / No

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Parish: \_\_\_\_\_

**Reconciliation:** Yes / No

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Parish: \_\_\_\_\_

**First Communion:** Yes / No

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Parish: \_\_\_\_\_

**Confirmation:** Yes / No

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Parish: \_\_\_\_\_

### **Child Information**

Child's Full Name: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Child's City of Birth: \_\_\_\_\_

Child's Address: \_\_\_\_\_

School District: \_\_\_\_\_

What grade is the child: \_\_\_\_\_

Gender: Male / Female

Was the child adopted: Yes / No

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Does this child have previous Atrium experience: Yes / No (Years: \_\_\_\_ Level: \_\_\_\_)

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Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Parish: \_\_\_\_\_

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Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

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Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Parish: \_\_\_\_\_

**First Communion:** Yes / No

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Parish: \_\_\_\_\_

**Confirmation:** Yes / No

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Parish: \_\_\_\_\_

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School District: \_\_\_\_\_

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Parish: \_\_\_\_\_

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Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Parish: \_\_\_\_\_

**First Communion:** Yes / No

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Parish: \_\_\_\_\_

**Confirmation:** Yes / No

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Parish: \_\_\_\_\_

For Parish Office Staff Use Only:

Registration Enrollment Form:	Yes / No	Initials: _____	Date: _____
\$100 Tuition Fee Received:	Yes / No	Initials: _____	Date: _____
Baptism Certificate:	Yes / No	Initials: _____	Date: _____
Baptism Recorded in Parish Support:	Yes / No	Initials: _____	Date: _____
Parent Volunteer Form:	Yes / No	Initials: _____	Date: _____
Child Pick-up Release Form:	Yes / No	Initials: _____	Date: _____
Registration Fee Recorded in Q.B.:	Yes / No	Initials: _____	Date: _____
Reconciliation Recorded in Parish Register:	Yes / No	Initials: _____	Date: _____
Reconciliation Recorded in Parish Support:	Yes / No	Initials: _____	Date: _____
First Communion Recorded in Parish Register:	Yes / No	Initials: _____	Date: _____
First Communion Recorded in Parish Support:	Yes / No	Initials: _____	Date: _____
Confirmation Recorded in Parish Register:	Yes / No	Initials: _____	Date: _____
Confirmation Recorded in Parish Support:	Yes / No	Initials: _____	Date: _____