

St. Timothy Religious Education

**13807 Poplar Tree Road
Chantilly, Virginia 20151
(703) 378-9143**



**ParentHandbook
for
Academic Year 2025 - 2026**

Dear Parents,

The purpose of our program is to teach the Catholic faith to our children. Our aim is to develop in them an understanding of the mystery of Christ in the light of God's World... "so that they may imitate Him in every part of their lives." It is our goal to fulfill the desire in our students to know "Jesus who is called Christ." (Mt. 1:16)

Our curriculum is designed to meet the directives of St. John Paul II when he says "...care must be taken that the education of Catholics in the Catholic Church should be well ensured in matters of doctrine and Christian living. (Catechesis Tradendae IV, 33)

"The person who becomes a disciple of Christ has the right to receive 'the word of faith'...whole and entire." Therefore, we at St. Timothy Religious Education Program strive to ensure integrity of content and suitable methods of teaching.

The content is drawn from the Word of God transmitted in the Scriptures and Tradition. Instruction will be systematic, deal with essentials yet be complete, and open to all factors of Christian life.

We must note that, "it is in the Sacraments, especially in the Eucharist, that Jesus Christ works in fullness for the transformation of human beings." In other words, the Sacraments and catechesis must go together.

It is in this spirit that the Religious Education staff and I ask for your prayers and cooperation in this great work.

Sincerely yours in Christ,

Fr. David Meng
Pastor

St. Timothy Church Clergy

Reverend David Meng

Pastor

Reverend Christopher Hayes

Reverend Sunny Joseph

Reverend Parthi Raj Soosai

Reverend Sean Nypaver

*Parochial Vicars***ADMINISTRATIVE STAFF**Denise Masiello, *Director of Religious Education*Sandy Ralston, *Office Manager of Religious Education*Cathy Edwards., *Coordinator of Special Religious Education Program*Alisa Minock, *Office Assistant***OFFICE HOURS**

Monday 8:00 a.m. – 3:00 p.m.

Tuesday 8:00 a.m. – 3:00 p.m.

Wednesday 8:00 a.m. – 3:00 p.m.

Thursday 8:00 a.m. – 3:00 p.m.

Closed on Friday, Saturday and Sunday

(703) 378-9143 ccd@sttimothyparish.org**REGISTRATION**

All students, those returning as well as those new to the program, must register for Religious Education classes each year. Enrollment begins in May and ends on August 29th. A late fee of \$20.00 will be charged for all registrations received after August 10th.

Students will be enrolled into classes upon receipt of registration payment. If there are financial restrictions, please contact the Religious Education Office.

A copy of the student's Baptismal Certificate MUST accompany registrations for those who are new to the program.

PROGRAM SCHEDULE

Grades 1st through 8th: Tuesday 4:45-6:00p.m.
Tuesday 7:00-8:15p.m.

Wednesday 4:45-6:00p.m.
Wednesday 7:00-8:15p.m.

Kindergarten: Tuesday & Wednesday 4:45-6:00pm

RCIC/RCIT Thursday 7:00 - 8:18pm.

ST. TIMOTHY CATHOLIC CHURCH

RELIGIOUS EDUCATION PROGRAM

MISSION STATEMENT

The Catechism of the Catholic Church reminds us that parents are the primary religious educators of their children, and that the home is where a child first experiences the Catholic faith by example. A religious education program serves to complement, not replace, what religious teaching a child learns at home.

Our mission at St. Timothy is to assist parents in their work as primary educators, in teaching their children to know God so that they can learn to love Him and serve Him in this world and be happy with Him in heaven.

The goal of our religious education program is to cultivate an understanding and love of God. Therefore, we teach the students that:

- Each child is seen as created in the image and likeness of God and is a reflection of His goodness.
- Inspire in each child a personal relationship with God and an awareness of His merciful love for each of us
- Look to Mary and the saints as examples of living a virtuous life
- That the Sacraments and prayer are the source of a spiritual life.
- An understanding of Jesus and His message are essential to knowing, loving and serving Him.
- Some sources that help grow in love of God and neighbor are found in attending Mass, Confession, Adoration of the Eucharist, private prayer, the Rosary and frequent reading of the Word of God, the Bible.

PARENT'S ROLE

Parents are the primary religious educators of their children. The home is the Domestic Church and the place where a child first experiences the Catholic faith. As a parent you are called by Christ to teach, primarily by the example you set. The Religious Education Office intends to work in partnership with parents to assist them in living their vocations as educators of their children.

All Christian education finds its source within the sacramental life of the Church. Therefore, it is of utmost importance that children are given the opportunity for frequent participation in the Sacrament of Penance and weekly attendance at Holy Mass. Knowledge of the Catholic faith that is not upheld by the practice of the sacramental life is empty knowledge.

Finally, parents, please make every effort to have your child in class at least five (5) minutes before class begins. In addition, ensure that your child has all supplies necessary for class. This includes books, workbooks, pens/pencils, and completed homework. Replacement books/workbooks may be purchased through the Religious Education Office.

STUDENT'S ROLE

Students are expected to be punctual and prepared for class. It is the responsibility of each student to complete any homework assignments each week. Make sure you bring all supplies for class. Students should conduct themselves in a manner appropriate to a classroom environment, respecting others and the property of the school.

CODE OF CONDUCT

- ✠ All property and items in the classrooms that are not being used by the teacher and class should **not be touched**. These items belong to St. Timothy Catholic School and the students in the classrooms we use.
- ✠ Gum is not permitted in the building! Food and drink are not allowed in the classrooms.
- ✠ Items that could in any way cause injury to a student or others (including dangerous toys) are not permitted in the building.
- ✠ Every student has the right and privilege to learn in a classroom where students are well behaved. Similarly, teachers and assistants have the right to teach in such an environment. To ensure this, a four step progressive process will be used. If a student exhibits behavior that disrupts the classroom learning environment:
 1. The teacher will give 2 reminders to the student to change/return to the expected behavior.
 2. The Religious Education Director will speak with the child and the parent.
 3. The Religious Education Director will meet with the parent to develop a plan to support the child in maintaining appropriate classroom behavior
 4. If, after all attempts are tried, the Religious Education Director will inform the parents that the Home Taught program is recommended for the remainder of the year.

CURRICULUM

Kindergarten

Focus is placed upon learning how to pray, hearing God's Word in Bible stories, and acting as His child within the home and school environment. Children must be capable of being in a classroom setting unaccompanied by parents in order to participate in the program.

Grades 1 through 6

Students develop and build a relationship with God through the Sacraments and a lifestyle that reflects God to others. Memorization of prayers and living a virtuous life are emphasized. Weekly participation in class is essential for students to work towards these.

1st Penance & 1st Communion

Preparation for these Sacraments is through a 2 year class program, including 1st grade and 2nd grade. The focus of this program is on preparing students to grow in a love for the Eucharist through the Sacrament of Penance and the Most Holy Mass. To assist children in understanding these mysteries, it is recommended that they attend weekly Mass.

Confirmation Classes - 7 through 8

Confirmation preparation consists of two years of classes beginning in the Seventh grade. A focus on Catholic Doctrine, Sacramental life, living a moral lifestyle and prayer are included. These focus on being fully initiated into the Catholic Faith through the fullness of The Holy Spirit in the Sacrament of Confirmation. A passing grade on the comprehensive examination is required to be recommended for receiving the Sacrament of Confirmation.

Home Taught

The Home Taught program is for those parents who choose to teach their children in the home environment with our assistance. This option is available for children in grades K through 8th. An online version of the textbooks are used in this program, which mirrors in person learning. Parents are provided contact information to access the online version of the textbook for teaching their children the Catholic faith in a consistent, structured manner.

Missing Sacrament/RCIT/RCIC

This class is designed for children who have not received their sacraments at the typically scheduled time. There is a class for children (grades 3rd - 8th) and a separate class for teens (grades 9th - 12th). The classes focus on preparation for the sacraments of Baptism, 1st Penance, 1st Communion and Confirmation.

SPRED Class

This class is designed for assisting students who require more specific support for learning. The class meets once a month on Sunday. The curriculum for this class is designed for the needs of students with disabilities that are not able to attend the weekday classes. There is a class to prepare students to receive Sacraments.

RELIGIOUS EDUCATION POLICIES

ATTENDANCE

The primary purpose of participation in the Religious Education program is to learn the teachings of Jesus through the Catholic Church and grow in a loving relationship with Him. To develop these, it is essential that children regularly attend class.

The curriculum is designed to build in a systematic way. Therefore, when classes are missed, there is a negative impact on spiritual growth, which results in gaps of learning. Children are expected to complete missed homework for absences. More than four(4) absences in a school year may seriously jeopardize the student's advancement to the next grade. In the case of a Sacramental year, three (3) unexcused absences may require that the reception of the Sacrament be postponed until the following year.

It is essential that students arrive on time. Tardiness is a serious disruption to student attention and class instruction. Arriving 5 minutes before class begins and no later than 10 minutes after instruction begins is recommended.

Each absence must be reported in order to be recorded as excused. Call the Religious Education Office during office hours at 703-378-9143, leave a brief message on the answering machine after hours or send an email to ccd@sttimothyparish.org

SAFETY

IMPORTANT: As in any school, the safety of everyone in the religious education program is of extreme importance.

Please note that if a parent or guardian needs to pick up a child early, he/she must call (703)814-7988 to check in with the Religious Education Office beforehand. Parents are not allowed in the school building during class time.

DRESS CODE

Every person in the program is expected to dress in a way that reflects their dignity as children of God, created in His image and likeness. A good measure for appropriate dress is that if it is not appropriate for attending Mass or meeting the Pope, then it is not appropriate for the classroom. Modesty is the example when choosing clothing to wear to class.

If inappropriate clothing is worn, parents will be called to bring appropriate clothing before the child is allowed to go to the classroom.

Examples of clothing items prohibited This is not an all-inclusive list

- Flip flops - Crocs are acceptable
- Tops that do not cover the shoulders
- Tops that do not reach the waistband of the pants/shorts - crop tops
- Shorts that do not reach at least mid-thigh, including short sports uniform shorts
- Hats/head coverings
- Nothing that depicts drugs or paraphernalia, alcohol, tobacco, profanity, violence, gang symbols, vulgarity, obscene images

CELL PHONE & ELECTRONICS POLICY

The use of cell phones in the classroom is extremely distracting and inconsiderate to the instructor. If a student has a cell phone, earbuds or other electronic devices, they must be turned off before entering the school and remain off and put away until the end of class. If a student needs to make a phone call, they are permitted to come to the school office where there is a phone available to use.

STUDENTS WITH SPECIAL NEEDS FOR LEARNING

Support is available for all students with special learning needs. In addition to the weekly classes, there is a program specifically designed for students who require more assistance in a classroom setting. This program is called SPRED and meets on Sunday afternoons. Please contact the Religious Education Office to discuss the best means in which to support your child.

POLICY ON CLASS ASSIGNMENTS FOR DAY/TIME

The day and class assignments are computer automated when your registration form is turned in. Individual requests that are received after classes have begun are not allowed. Learning to grow in and live a virtuous life includes meeting new people and helping them to grow as well. An hour away from a friend who is in another class allows both children this opportunity. While sports schedules might change during the school year, it is not possible to change the class day or

time to accommodate. Teachers and students establish and maintain classroom relationships and expectations within the first few weeks of the school year and changes undermine this progress. If a conflict in day or time is not possible to remedy, participation in the Home Taught Program will be offered so that the child's progress is not inhibited.

REQUIRED PRAYERS

Please help your child in memorizing the assigned prayers by practicing them at home over the school year.

Primary Grades: Sign of the Cross, Our Father, Hail Mary, Glory Be, Act of Contrition

Upper Grades: All of the above, plus The Apostles' Creed, Acts of Faith, Hope and Charity, Come, Holy Spirit, Hail, Holy Queen; Memorare, Angelus, Corporal and Spiritual Works of Mercy

Basics: Ten Commandments, Holy Days of Obligation, 6 Precepts of the Church, 20 Mysteries of the Rosary, Prayers of the Mass, Seven Sacraments and the Beatitudes

COMMUNICATION

Location: The Religious Education Office is located within the Parish Office

Inclement Weather: St. Timothy Parish, School and Religious Education follows Fairfax County Public School Closings and Cancellations of all weekday and weekend activities during inclement weather. NO EXCEPTIONS!

EMAILS: THIS IS OUR MOST VITAL AND ORDINARY LINE OF COMMUNICATION.

Notices or memos are occasionally sent home with your child.

After each session, ask your child if he/she has any papers for you.

REGISTRATION AND BOOK FEE

Text book, activity book, and material costs are covered in registration fee. Books are for the students to keep. The fees are:

\$100 for one child

\$150 for two children

\$200 for three or more children

Registration fee applies to all students.

\$30 Sacramental Fee is due with the registration fee for grade 2, and RCIC/Missing Sacrament classes.

\$50 Sacramental Fee is due with the registration for grade 8 class.

Children will be assigned a class upon receipt of registration fee.

Payments may be made by check, cash or through Faith Direct.

Make checks payable to St. Timothy Religious Education

***If the fee presents a financial hardship, please contact the Religious Education Office.**

St. Timothy's 2025-26 Calendar of Religious Education Classes

	Tuesday	Wednesday	Thursday			Tuesday	Wednesday	Thursday
September	9	10	11		January	6	7	8
	16	17	18			13	14	15
	23	24	25			20	21	22
October	30	1	2		February	3	4	5
	7	8	9			10	11	12
	14	15	16			24	25	26
	21	22	23					
	28	29	30					
					March	3	4	5
November	18	19	20			10	11	12
						17	18	19
December	2	3	4			24	25	26
	9	10	11					
	16	17	18		April	7	8	9
						14	15	16
Kindergarten Classes begin the week of						21	22	23
September 30th						28	29	30
CLASS TIMES:					May	5	6	7
						12	13	14
Tuesday/Wednesday - 4:45pm-6:00pm OR 7:00-8:15pm					Mandatory Parent Meetings for Sacramental Candidates**			

Missing Sacraments Class - Thursdays at 7:00pm-8:15pm				CONFIRMATION - (parents of 7th and 8th graders) <u>Tuesday, September 16th OR Wednesday, September 24th, 7-8:00pm in the School Gym</u>			
Absences: Please contact the Religious Education Office to report an absence. You may call or email at (703) 378-9143 or ccd@sttimothyparish.org				First Penance/First Communion - <u>Wednesday, September 17th OR Tuesday, September 23rd, 7-8:00pm in the School Gym.</u>			
				**A separate meeting will be held for the parents of students in the Missing Sacraments Program.			
Inclement Weather Policy: St. Timothy's Catholic Parish and the Religious Education Program follow FCPS for all weather related closures.							

Dates of Sacraments & Preparation 2025-2026

September

- Parent Meetings: all meetings are from 7pm - 8pm and take place in the school gym
 - An email from Sign Up Genius will be sent. Indicate which meeting you plan to attend.
 - 7th & 8th grades: 9/16 & 9/24
 - 2nd grade: 9/17 & 9/23

January

- 1st Penance: 1/24 10:30am

February

- 8th grade exam will be given during the class sessions: 2/3 & 2/4
- Confirmation retreat for boys: 2/7
- Confirmation retreat for girls 2/14
- Confirmation: Bishop Burbidge will offer the Confirmation Mass at 1:30pm on 2/28 (practice 6pm, 2/27)

March

- 7th grade exams will be given during the class sessions: 3/17 & 3/18

May

- 1st Communion: 5/9 (practice: 6pm, 5/8)

Specific details for Sacraments and Events will be sent prior to the date. Please contact the Religious Education Office if you have any questions. Office hours are 8am - 4pm, Monday - Thursday.

ccd@sttimothyparish.org

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