



Church of St. John the Baptist

Msgr. Morris Parish Center
One Valley Street
Hillsdale, NJ 07642
201-666-2707

Registration packet
Winter/Spring 2015

Dear Parents/Guardians,

It is time to register your child(ren) for the Fall Faith Formation programs of your choosing for 2015-2016. We look forward to being partners with you this year in sharing our Catholic faith with you and your child(ren). Please read everything carefully. **Our programs are only possible with volunteer Catechists, classroom aides and office help.**

Attached are the following papers and forms:

- **Registration form** to be filled out and **returned**
- **Parent Participation form** to be filled out and **returned**. Please note that these programs are only possible with volunteer help. Please consider being a catechist or classroom aide. Training is given to all who are new.
- **Emergency form** to be filled out and **returned**.
- **Checklist** to be filled out and **returned**.
- Adult Faith Formation information and Covenant copy for you to **keep**.

If you have a child going into **ninth grade** in **September 2015** do not put them on this registration form. Confirmation is a separate registration. If you are new to the parish and have a child who was not confirmed, **please call 201-666-2707 ext 211** to register for the Confirmation program.

First Communion and Reconciliation are usually received in second grade. Preparation for sacraments is the responsibility of the parish in a **separate program**. Registration for that program will be **mailed in the summer to all enrolled in one of our CCD programs** or the Academy in grade 2. If your child has missed any sacraments call me to make arrangements. My number is below.

Please note that **all parents are required to attend two adult faith formation sessions** during the course of the year. These opportunities will be announced during the year through e-mail, the bulletin in church and on the parish website; www.stjohnhillsdale.com.

Please call or email me if you have any concerns or questions. My number is 201-666-2707 ext. 217 and my e-mail is cwollyung@stjohnhillsdale.com

God bless you and your family.

Yours in Christ,

Catherine Wollyung

Pastoral Associate for Faith Formation

REGISTRATION FEES	
<u>Weekly / Home Program</u>	
One Child:	\$190
Two Children:	\$305
Three or more:	\$410
<u>Catechist Fees</u>	<u>Co-Catechist Fees</u>
\$65 per child	One Child: \$ 95
	Two Children: \$150
	Three or more: \$210

**Church of St. John the Baptist
Children's Faith Formation Grades K – 8
2015 – 2016 Sunday Weekly/Faith @
Home Program Registration Forms**

*Your family **MUST** be registered parishioners of Church of St. John the Baptist to enroll your child(ren) in the Children's Faith Formation Programs. Please read all Registration instructions carefully on both sides of the form.*

Please print clearly – ALL information is MANDATORY

Family Name	Home Phone #:	EMAIL Address:
Address:	City, State, Zip :	Faith Direct or Parish Envelope #
PARENT'S MARTIAL STATUS (please circle): Married Separated Divorce Remarried Widowed Single Parent		

Parent Information: Please circle Title for Mailing: Mr. & Mrs. / Ms. / Mr.

Father's Name:	Religion:	Work / Cell Phone #:
Mother's Maiden Name:	Religion:	Work / Cell Phone #:

***If necessary - Additional Parent Information: Please circle Title for Mailing: Mr. & Mrs. / Ms. / Mr.**

Name:	Relationship:	Email Address (optional):
Address:	City, State, Zip:	WORK / CELL PHONE #:

ALL REGISTRATION FORMS AND PAYMENT are to be returned to the Parish Center no later May 15, 2015. All registration forms received after **May 17th will be charged an additional \$100 late fee** with the exception of new students. If you are having financial difficulties, please contact our Faith Formation Office at (201) 666-2707. All conversations will be kept confidential.

Church of St. John the Baptist 2015 – 2016 Weekly/Home Registration Form

Children's Faith Formation Programs (Please select your program(s) preference listed):

Sunday Weekly Program is for children enrolled this September in grades Kindergarten through 8th. *** ALL Grades and Programs are subject to catechist availability.

Family Faith @ Home is available for children enrolled this September in grades 1, 3 through 8. 2nd Graders must register for Sunday Weekly Program.

2A – Sunday Weekly (Grades K-8)
8:30am to 9:45am

3H – Faith @ Home Program (Grades 1 through 8 – exception 2nd grade)
7:00pm to 8:00pm on 4 weekday evening gatherings during the year

First & Last Name of each child/children registering:	Birth Date	PROGRAMS					Special Learning Needs or Concerns
		Gender	1st Choice	2 nd Choice	September 2015 Grade	School	
1.							
2.							
3.							
4.							

First Time Registration ONLY *****Sacrament Certificates*****

Please provide us with a copy of the certificate for any sacrament received at Church St. John the Baptist or another church.

Child's Name:	Date of Baptism	Date of First Communion	Date of Confirmation	Parish Name, City, & State
1.				
2.				
3.				

Office use only: Date form Rcvd. _____ # Rcvd. _____ Cat/Co-Cat _____ Aide _____ Grade _____ No. Of Children _____
 Registration Fee \$ _____ Amt Paid \$ _____ Check# _____ Cash Amt \$ _____ Payment Plan \$ _____ per month Monthly Pymnts Recvd \$ _____
 Transfer from: _____ Special Circumstances: _____

Sunday Weekly / Home Program Parent Participation Form

Name: _____ Phone #: _____ Family E-mail: _____

Parent participation is **REQUIRED**. Parish and family need to work in collaboration with one another in order to provide an example of a lived experience of a vibrant faith-filled community. Please indicate where you feel called by God to volunteer. All adult volunteers working directly with children must attend the abuse prevention program "Protecting God's Children" workshop.

Please check below if you wish to be a Catechist / Co-Catechist / Aide for the Sunday Program.

Catechist for Grade(s) _____ **Co-Catechist** with _____ for Grade(s) _____

Classroom Aide - Grade(s) _____

Office Support for Sunday Program:

_____ **Substitute Catechist** _____ **Substitute Aide**

_____ **Calling Parent** – make emergency closing phone calls when contacted by the Program Administrator

_____ **Safety Monitor** – 8:25am to 9:50am – monitors entry during class time

_____ **Traffic Monitor** – 8:15am to 8:45am – oversees drop off at the curb in front of school

_____ **Hospitality Helpers for Children's Mass Receptions** – dates to be determined

_____ help set up before Mass

_____ help clean up after the reception is over

Faith @ Home Program

_____ **Welcome Committee** - meet and greet the families as they arrive for the gathering. Make sure the families sign-in and distribute children's completed homework. Arrive 15 minutes before gatherings begin.

**Church of St. John the Baptist
Children's Faith Formation Grades K through 8
Emergency Form for 2015 - 2016**

Please include all allergies and medical conditions. All information will be kept confidential.

Please print clearly

Parent Name:	Home Phone #:	Emergency Phone #
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Allergies and other medical conditions: Please explain your child's current allergies, medical or special learning conditions in the boxes provided below. **PLEASE GIVE SPECIFIC DETAILS.** This information will be kept in strict confidence.

Please fill in the information below for each child you are registering even if they have no allergies.

First and Last Name:	Medical Condition:	Medicine(s):	Allergies	Special Needs / Learning Concerns
1.				
2.				
3.				
4.				

In case of emergency and parent is not available, please contact:

Adult Name:	Contact Number:	Relationship to Child:
Adult Name:	Contact Number:	Relationship to Child:

Medical Contact Information:

Child Physician:	Phone Number:	Nearest Hospital to take child::
Child Dentist:	Phone Number:	

In case of an accident or serious illness, I request the parish to contact me. If the parish is unable to reach me I hereby authorize the parish to call the physician indicated and to follow his/her instructions. If it is impossible to contact this physician the parish may make whatever arrangements they deem necessary.

Parent Signature: _____

Date: _____

**Church of St. John the Baptist
Children's Faith Formation 2015-2016
Weekly and Faith @ Home Programs**

Parent Copy

PLEASE KEEP THIS COPY FOR YOUR RECORDS

Covenant Agreement

I understand that in enrolling my child/children in St. John the Baptist Faith Formation Program, I am entering into the following covenant with the Parish:

1. The parish community will provide in its liturgical life and ministries a vibrant witness of Christian faith and discipleship, and a safe environment for you and your child/children.
2. Parents/Guardians will witness their faith in Jesus Christ to their child/children by participating regularly with them in Sunday Mass, praying with them at home, and helping them to grow in their faith.
3. Parents/Guardians will grow in knowledge of their faith in Jesus Christ by attending annually two Adult Faith Formation sessions offered by the parish.
4. Parents/Guardians will participate in parent meetings in pre-Sacramental Programs as required.
5. Parents/Guardians will abide by the attendance requirements of the program in which their child/children are registered.
6. The parish community will continue to subsidize a large portion of the actual cost of running the program.

**Church of St. John the Baptist
Children's Faith Formation 2015-2016
Weekly and Faith @ Home Programs**

Adult Faith Formation

Parent Copy to Keep

In an effort to aid our children on their journey of faith, parents need to take the time to reflect on and learn more about their own faith.

Each family is expected to attend two Adult Faith Formation sessions during the year. If both parents attend a session together, that fulfills the requirement.

Exceptions:

- Catechists do not need any adult faith formation.
- Permanent Sunday Weekly Aides do not need any adult faith formation.
- Parents who attended the Inter-generational gatherings for the Family Faith @ Home Program do not need additional hours.

Families Preparing for a Sacrament:

- Parents in the 2015-2016 First Eucharist/Reconciliation program only need to attend the two parent formation sessions required for that sacrament.

Summer Program for 2016

- Before your child can be enrolled in the 2016 Summer Program, any family that was enrolled in this past year's programs must have completed their two Adult Faith Formation Sessions by April 1, 2016.

St. John the Baptist Children's Faith Formation 2015 – 2016 Registration Check List

Name: _____

Family Email: _____

- Your family are registered parishioners of St. John the Baptist Church. I have included our envelope number on the registration form. Non-Parishioner Family's please contact Kathy Breitenbach, Registrar at 201-666-2707 ext. 211 before mailing your forms.
- Completed Registration Form**
- Sunday Weekly and or Faith @ Home are checked off as the program of my choice(s).
- Read and understand the **Covenant Agreement and Adult Faith Formation Policy**. I have kept this form.
- If your child has any learning or medical difficulties, you have made us aware on the Registration and Emergency Form (*this information is kept confidential*)
- Included Registration Fee – check payable to Church of St. John the Baptist Church. Mail or drop forms off at St. John the Baptist Church One Valley St. Hillsdale, NJ 07642 Attn: Registrar
- Included copies of sacramental certificates if new parishioner and/or new student (example St. John the Baptist Church Baptismal)
- Completed Parent Participation Form**. All adult volunteers working with children must attend "Protecting God's Children" workshop? Have you attended? Yes or No
- Completed Emergency Information Form**
- Adult Faith Formation – will complete the 2 required adult formation sessions as required.
- Sunday Weekly and Family Faith @ Home Program Registrations** are due to the Parish Center no later than May 15, 2015. If mailed past this date I have included a \$100 late fee payment. **The late fee does not apply to new families.**
- Have included this **CHECKLIST (Buff)** with all Registration forms and fee.