



ST. LAWRENCE CATHOLIC CHURCH *Youth Faith Formation*

SCHOOL CAMPUS & DISMISSAL AREA

GYM

DISMISSAL AREA

CELTIC HALL
(Cafeteria)

NORTH EXIT

Rm 2	Rm 4 K/1st	Rm 6	Boys Restroom		Rm 8	Rm 9 2nd	Rm 10 4th	Boys Restroom
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1ST FLOOR

Rm 1	EC Restroom	Hand- icap Rm	Rm 3	Rm 5	Rm 7	LOBBY/ OFFICE	<u>Stairs</u>	Rm 11 3rd	Girls Restroom
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SOUTH ENTRY

Rm 21	Rm 19	Rm 17	Rm 16 OCIC	Rm 15 8th	Rm 14 7th	Rm 12 6th	Boys Restroom
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2ND FLOOR

Rm 23	Rm 22	Rm 20	Rm 18		Rm 29	<u>Stairs</u>	Rm 13 5th	Girls Restroom
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DIRECTOR OF YOUTH FAITH FORMATION

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ST. LAWRENCE CATHOLIC CHURCH *Youth Faith Formation*



PRE-K THROUGH CONFIRMATION

FAMILY HANDBOOK

2025 - 2026



Jesus said, "Let the children come to me, and do not prevent them, for the kingdom of heaven belongs to such as these." Matthew 19:14



ST. LAWRENCE
CATHOLIC CHURCH
Youth Faith Formation

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ST. LAWRENCE
CATHOLIC CHURCH
Youth Faith Formation

YOUTH FAITH FORMATION CALENDAR 2025-2026

APRIL



SUNDAY: 4/5 NO YFF (EASTER), 4/12, 4/19, 4/26 YFF LAST DAY - SUMMER CELEBRATION

FIRST COMMUNION:



THURSDAY: 4/30 FIRST COMMUNION REHEARSAL - A (CHURCH, DETAILS TBA)

MAY

FIRST COMMUNION:

FRIDAY: 5/1 FIRST COMMUNION REHEARSAL - B (CHURCH, DETAILS TBA)

FIRST COMMUNION CEREMONY



SATURDAY: 5/2 FIRST COMMUNION CEREMONY
10:00–11:30 A.M. CHURCH - A (DETAILS TBA)
12:30–1:30 P.M. CHURCH - B (DETAILS TBA)

HAVE A BLESSED SUMMER!

OFFICE & CLASS HOURS

THE PARISH OFFICE IS LOCATED IN HIGGINS HALL
MONDAY THROUGH FRIDAY
9:00 A.M.–4:00 P.M.

YFF CLASS TIMES: SUNDAY, 11:15 A.M.–12:30 P.M.



ALL CHILDREN MUST BE PICKED UP
NO LATER THAN 12:45PM.



ST. LAWRENCE
CATHOLIC CHURCH
Youth Faith Formation

YOUTH FAITH FORMATION CALENDAR 2025-2026

JANUARY

SUNDAY: 1/4, 1/11, 1/18, 1/25

CONFIRMATION:



**WEDNESDAY: 1/14 EXPLAINING THE MASS-
FR. CHUCK (CONFIRMANDI/PARENT, CHURCH)**



**SATURDAY: 1/24 CONFIRMATION RETREAT,
SAINT LEO ABBEY (DETAILS TBA)**

FEBRUARY

**SUNDAY: 2/1, 2/8, 2/15 NO YFF (PRESIDENT'S
DAY), 2/22**

CONFIRMATION:

**THURSDAY, 2/26 CONFIRMATION REHEARSAL
(6:00-7:30PM, CHURCH)**

CONFIRMATION CEREMONY:



**SATURDAY, 2/28, 10:30 A.M.–12:00 P.M. CHURCH
(DETAILS TBA)**

MARCH

**SUNDAY: 3/1, 3/8, 3/15 NO YFF (BREAK), 3/22,
3/29 (PALM SUNDAY)**

FIRST COMMUNION:



**SATURDAY: 3/28 EXPLAINING THE MASS-
FR. CHUCK (FIRST COMMUNICANT/PARENT,
CHURCH)**



ST. LAWRENCE
CATHOLIC CHURCH
Youth Faith Formation

ST. LAWRENCE YOUTH FAITH FORMATION MISSION

Our mission is to form young disciples who love God and neighbor, deepening their relationship with Christ through prayer, catechesis, service, and community. Recognizing that faith begins at home, we support families as the primary educators of the faith, helping them strengthen their Catholic identity, and live as active witnesses of Christ.

FROM THE DIRECTOR OF YOUTH FAITH FORMATION

Dear parents:

On behalf of the St. Lawrence Youth Faith Formation (YFF) Program staff and volunteers, I want to take this opportunity to welcome not only your child, but your family to the program.

Faith formation is a lifelong process that should continue beyond early childhood through the adult years. Parents have the crucial role of being the primary faith influencers in their child's faith journey. The YFF program will assist you in your mission to educate your children in the Catholic faith. I want to impress upon you the need of the whole family to be a part of this faith-learning. Please also remember to share the blessings of the Mass together before or after class each Sunday.

I am thankful for the opportunity to walk with you on the journey to share our Catholic faith with the children.

God's peace be with you,
Marta (aka Martha) Rodriguez Montero



ST. LAWRENCE CATHOLIC CHURCH *Youth Faith Formation*

YOUTH FAITH FORMATION PROGRAM OVERVIEW

St. Lawrence Youth Faith Formation classes provide religious education for children in Kindergarten through Confirmation who are attending public and non-Catholic private schools. Homeschoolers are also welcome to attend. Since each grade level of our YFF program has its own curriculum focus, regular attendance in all grade levels is essential for the development of our Catholic faith.

CLASS ELIGIBILITY

Kindergarten-Children who are in kindergarten in their regular school are welcome to join the kindergarten program.

Upper Grades-We generally place children in the YFF program in the same grade in which they are in their regular school. If a child for whatever reason has progressed at a different pace in their regular school, but has previously participated in the St. Lawrence program, a grade-level determination will be made on a case-by-case basis.

Sacramental Preparation-The Diocese of St. Petersburg requires that children who will be receiving the sacraments of First Reconciliation, First Holy Communion, or Confirmation must have a minimum of two consecutive years of religious education instruction. The first year of instruction may be had in a formation program, or Catholic school. Thereafter, the child may be eligible for a sacramental preparation class.



ST. LAWRENCE CATHOLIC CHURCH *Youth Faith Formation*

YOUTH FAITH FORMATION CALENDAR 2025-2026

SEPTEMBER

SUNDAY: 9/7 OPEN HOUSE, 9/14 KICK OFF, 9/21, 9/28

CONFIRMATION:



SUNDAY: 9/28 PARENT CONFIRMATION MTG (11:15 A.M. HIGGINS HALL)

OCTOBER

CONFIRMATION:



WEDNESDAY: 10/1 PARENT CONFIRMATION MTG (REPEAT, 6:30 P.M. HIGGINS HALL)

SUNDAY: 10/5, 10/12, 10/19, 10/26

FIRST COMMUNION:



SUNDAY: 10/19 PARENT FIRST COMMUNION MTG (11:15 A.M. HIGGINS HALL)

WEDNESDAY: 10/22 PARENT FIRST COMMUNION MTG (REPEAT, 3:30 P.M. ST. LAWRENCE SCHOOL)

NOVEMBER



SUNDAY: 11/2, 11/9, 11/16

SUNDAY: 11/23 & 11/30 NO YFF (THANKSGIVING BREAK)

DECEMBER



SUNDAY: 12/7, 12/14, 12/21 & 12/28 NO YFF (CHRISTMAS BREAK)



ST. LAWRENCE
CATHOLIC CHURCH
Youth Faith Formation

YOUTH FAITH FORMATION PROGRAM OVERVIEW

EMERGENCY CLASS CANCELLATION POLICY

Hurricane Warning-If at the start time of class on any given Sunday morning, the Tampa Bay area is under a hurricane or tropical storm warning (not a watch), YFF classes will be cancelled. Please watch or listen to your local weather station broadcast for hurricane and tropical storm warning notices.



Post-Hurricane Cancellations-If a hurricane of any size has hit the Tampa Bay area during the week, the Sunday YFF classes will be cancelled.

Terror Alert Warning-If by the start time of class on any given Sunday, the United State Department of Homeland Security has raised the level to RED, YFF classes will be cancelled. Please watch or listen to your local news station broadcast for terror alert warnings.

Cancellation Notices-All cancellations will be noted on the Youth Faith Formation webpage <https://stlawrence.org/yff/>.

RIGHT TO AMEND

This handbook is primarily a means of communication. It is meant to provide you, the parent/guardian, with helpful information about the YFF Program. **St. Lawrence Parish reserves the right to amend this handbook as necessary and parents will be notified in writing of changes.**



ST. LAWRENCE
CATHOLIC CHURCH
Youth Faith Formation

YOUTH FAITH FORMATION PROGRAM OVERVIEW

At St. Lawrence, children are eligible to receive their First Reconciliation/First Holy Communion as early as second grade and Confirmation as early as eighth grade. Parents who believe their child may be eligible for sacramental preparation but are not in a sacramental preparation class are urged to contact the Director of Youth Faith Formation as soon as possible after registration.

MASS

Nothing is more important for faith formation than our celebration of the Eucharist. Parents seeking to raise their children in the fullness of the Catholic faith should attend Mass every Sunday and Holy Day of Obligation! We encourage families to attend Mass together whenever possible because children learn from the example of their parents. The 10:00A.M. Mass is an ideal Mass time because children can come from Mass to class, but families are free to choose whatever Mass time suits the family's need. **Parents should know, however, that Sunday class is never a substitute for Mass.**

ORDER OF CHRISTIAN INITIATION FOR CHILDREN

The OCIC program is for children 7 years of age or older who have not been baptized or have been baptized in another denominational church. The OCIC program is a separate program which prepares these children to receive the sacraments of initiation: Baptism, First Communion and Confirmation.



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YOUTH FAITH FORMATION PROGRAM OVERVIEW

ATTENDANCE

Non-sacramental and non-preparation years-

Ideally, children enrolled in the YFF program should attend every class. We understand that illness and family schedules sometimes make it necessary for students to be absent. As a courtesy, please notify the Youth Faith Formation office in advance, if possible, via email at mmontero@stlawrence.org and always check with the teacher to see what work was missed.

Sacramental and Preparation Years-Sacramental preparation is considered the responsibility of the entire Parish community and cannot be accomplished privately. Therefore, students should have no more than four (4) absences during sacramental and preparation years.



For our recordkeeping purposes, if your child misses 4 consecutive classes without notice, he or she will be listed as withdrawn by you until you notify us otherwise.

TARDINESS

A student will be considered tardy if they come to class later than 11:25 A.M. Being on time is very important for the child and the teacher. If the child arrives after the teacher has started the class, the tardy child misses out on what has already been discussed in class. Additionally, after 11:30 A.M., there is no one at the front door let the child in.



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YOUTH FAITH FORMATION PROGRAM OVERVIEW

PROGRESS REPORTS

Your child's progress will be measured in a variety of ways during the year, including oral and written tests. We encourage you to speak to your child's teacher on a regular basis.

WITHDRAWALS

If you withdraw your child during the school year, please notify the Director of Youth Faith Formation. Since books and supplies are purchased at the beginning of the school year, we are unable to give refunds after the start of the program. If your child has missed four consecutive classes without notice, he or she will be administratively withdrawn from YFF, without refund.

DIOCESAN HARASSMENT POLICY & CODE OF CONDUCT FOR CHILDREN

The Diocese of St. Petersburg requires that we notify you of its Harassment Policy for Non-Employment Situations in the Schools/Centers, Parish Religious Education and Parish Youth Ministry Programs. The Diocese also has adopted Code of Conduct for Children within the Diocese of St. Petersburg. The Harassment Policy and the Code of Conduct are available on the Diocesan website (dosp.org). **Safe Environment Training for parents and volunteers is available online** (<https://www.dosp.org/safe-environment/>).



YOUTH FAITH FORMATION PROGRAM OVERVIEW

- Behavior or language that intimidates, belittles, harasses (including harassment of a sexual nature), inappropriate references of physical harm to oneself or others will result in disciplinary action. A parent will be notified.
- Cell phones must be turned off and put away. The teacher has the right to take a cell phone away from a student if he/she has it out or it rings during class. The parent must come and pick up the phone from the YFF director in order for the phone to be returned.
- Complying with the Code of Conduct for Children and Youth within the Diocese of St. Petersburg.

Teachers will verbally remind students as necessary about the need for respect. However, if there is a serious infraction, or a teacher believes that a student has a pattern of disrespect in any one class or classes, the teacher will contact the YFF director who will escort the child out of the classroom and the parents will be notified.

1st offense: Student is spoken to individually.

2nd offense: Student may be sent to the office.

3rd offense: Parent, teacher and director meet to discuss child's behavior.



In the event that the situation cannot be resolved after parent consultation, we reserve the right to terminate a child's participation in the YFF program without refund.



YOUTH FAITH FORMATION PROGRAM OVERVIEW

ARRIVAL & DISMISSAL

Drop-Off-Your children are precious to you and us. On Sunday mornings, there is a great deal of traffic on the Parish grounds. One parking spot in front of the school entrance will have a cone showing where parents can drive up to drop off their child(ren) so they can walk into the school. Only parents of Kindergarten and 1st Grade students can walk their child(ren) to the class. To ensure the safety of your child, all visitors, including parents, will need to have their ID scanned to be admitted into the school.

Pickup-Dismissal begins at 12:30 P.M. on the NORTH SIDE of the school cafeteria. Please ensure you have your child(ren)'s car line placard for an efficient dismissal. Refer to the car line diagram which shows how to safely and efficiently join the car line. Please show patience and kindness as we safely dismiss your child(ren).

FOR THE SAFETY OF YOUR CHILD, PLEASE DO NOT WALK UP TO THE CAR LINE.

Late Pickup-Children will remain in the cafeteria until 12:45 P.M. After that time, children will be brought to the parish office for pickup. Please respect our volunteers by promptly picking up your child no later than 12:45pm.





YOUTH FAITH FORMATION PROGRAM OVERVIEW

Early Pickup-Parents who must pick up their child prior to the regular 12:30 P.M. dismissal time should come to the main south doors of the school and ring the school office for assistance.

Unsupervised Dismissal is Not Allowed-All YFF children must leave with a parent or family member. If there is a day that a different family member or friend must pick up the child, that person must have a note signed by the parent allowing that person to pickup the child(ren).

If the person does not have that signed letter, the children will not be allowed to leave with that person. Be sure you provide your family member or friend that letter to avoid delays!



We realize that this dismissal policy will take more of your time, but your child's safety is of paramount importance to us.

PARENT PARTICIPATION

Parent participation is essential to a successful Youth Faith Formation experience. Therefore, we invite and encourage you to look at the Sadlier online portal www.christinus.com/Parent pages for ways to continue the YFF teachings at home. More information about the Sadlier family portal will be provided in October.



YOUTH FAITH FORMATION PROGRAM OVERVIEW

Meet & Greet/Open House Day-To encourage communication between the YFF teachers and the parents, we will hold a Meet & Greet/Open House Day for all grades, Kindergarten through Confirmation. Please note that this is not a full class day. We ask that parents stay with their children for the duration of the day.

At 11:15 A.M., all teachers, parents and students will meet in Celtic Hall (school cafeteria) for an introductory meeting. Following the general meeting, students and their parents go to the classroom with the individual catechists. This allows parents to stay with the children who may feel unsettled on the first day.

Catechists will make a short presentation, introduce the student textbook and then dismiss the students and their parents. On the following Sunday, YFF Kick Off Day, students will go to their classrooms for their regular class period.

RESPECT FOR OTHERS/CLASSROOM RULES



Students must show respect for the Faith Formation staff, volunteers and other students. Respect is demonstrated by:

- Following his or her teacher's classroom rules.
- Using good manners.
- Not touching the books and property of the St. Lawrence School students who share our classrooms.