

St. Paul Religious Education

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Dear Parents of PSR Middle School Students,

Welcome to St. Paul's PSR middle school program for the 2010-2011 school year. Included with your registration materials (either last spring, when you registered or online) you were given the St. Paul PSR Policy Booklet. Take time to become familiar with the arrival and dismissal policies prior to the first class. If you have misplaced this booklet it is available on the parish website, www.stpaulcatholicchurch.org.

The PSR office is located in the lower level of Miller Hall (formerly rooms A & B). One hour prior to class and during class time we will NOT be in our office. All staff and volunteers will be upstairs in the school building. If you need one of us please come to the center hallway, in front of the library. We will be stationed at tables in that location and also inside the school office.

We are asking all students to notify the PSR office if they are going to be absent. Due to some student activities we understand they may miss class. During their first class each student will receive a syllabus and assignments. On the week of a conflict please teach your child at home and return the assignment the following week. Also included with this mailing is a student absence form. If you know in advance your student will be missing class please complete this form and return it to the PSR office.

Class assignments will be posted on the PSR office windows on September 8th. Please contact the PSR office immediately if your child cannot attend PSR since we may have others on a waiting list.

September 22nd is the first Wednesday PSR middle school class. Students are to report to their classrooms at 7:00 p.m. Parents are encouraged to come into their student's classroom to meet their teacher. After your student is in class you are welcome to come to Miller Hall for information and discussion about the middle school religion program. Don't forget to discuss with your student where you will meet them when class is dismissed at 8:30 p.m. You are always welcome to come inside to meet your student in the building.

Included with this letter is a class calendar for the 2010-2011 year and on the back are our arrival and dismissal policies. Listed on this calendar are the *Outside the Box* nights. These are evenings planned by our youth minister. Your student will not need their book on those nights. Remember that during inclement weather, classes will be canceled when the Westerville City Schools or St. Paul School has been canceled.

We have students enrolled in our PSR program from five different public school systems and a few private schools too. If your student has different vacation breaks than the PSR program please make sure to cover the assignments he/she will miss. A syllabus will be given to your child the first night of class.

On behalf of the volunteer staff, I would like to welcome you and your student to the PSR program.

God Bless,

Janet Brewer

Director of Religious Education

2010-11 PSR Middle School Calendar for Grades 6 – 7 – 8

Wednesdays from 7:00 p.m. – 8:30 p.m.

Class Dates

September	22	Opening Class – Students report to classrooms
	26	8th Grade – Confirmation Parent/Student Meeting Meet in Church @ 6:30 p.m.
	29	Class
October	6	Class
	13	Class
	20	Class
	27	Class/ Outside the Box
	30 or 31	8th Grade Confirmation Retreat (assigned date & times given at parent/student meeting)
November	3	Class
	10	Class
	17	No Class – Parish Mission
	24	No Class – Thanksgiving
December	1	Class
	8	No Class – Holy Day, Immaculate Conception
	15	Class
	22	No Class – Christmas Break
	29	No Class – Christmas Break
January	5	Class
	12	Class
	19	Class
	26	Class/Out of the Box
February	2	Class
	9	Class
	16	Class
	18	8th Grade Confirmation Rehearsal, 7 p.m. Sponsor and/or adult needs to attend with each student Meet in the school gym
	19	8th Grade Confirmation Mass, 10:30 a.m. & 1:30 p.m Assigned Times will be given at the parent meeting
	23	Class/Out of the Box
March	2	Class
	9	No Class – Ash Wednesday
	16	Class
	23	Class/Out of the Box
	30	No Class – Westerville Spring Break
April	6	Class
	13	Class
	20	Class
	27	Class/Out of the Box

***Bolded Dates are for our 8th grade students only.**

PSR NIGHTS ARRIVAL & DISMISSAL PROCEDURES FOR MIDDLE SCHOOL STUDENTS, UPDATED 8/10

ENTRANCES and EXITS TO THE SCHOOL BUILDING

- The front door (by the flag pole)
- The doors in the glass hallway between Miller Hall and the school building
- The west doors in the bus loop, off Moss Rd. that lead to the Activity Center

All doors will be open 15 minutes prior to the start of your student's session. They are monitored after the session has begun.

ARRIVAL to CLASS

Students may enter through the above listed doors. During our class sessions you may only enter through the front door of the school building (by the flag pole). Please check in at the center hallway if you enter after class has begun.

DISMISSAL - PARENT CHOICE FOR INSIDE PICK UP

We strongly encourage you to come inside and pick up your student from their classroom. If this is your choice, you will need to notify the PSR office in writing that you would like for your student to remain in the classroom until you arrive. This would provide a great opportunity to meet your student's teacher, find out how they are doing, and how you can assist at home. Another plus is that it would relieve congestion in our pick up areas.

DISMISSAL from CLASS – if you choose to pick up outside no written notification is necessary.

Students who do not have written notification for inside pick up will be released from class at 8:30 p.m. and will exit the building through the same doors they entered. We ask everyone to please wait for his or her student in a designated area. Plan ahead and arrange with them in which parking lot or area you will be waiting.

If you choose for your student to meet you in the parking lot on the north side of Moss Rd, across from the school, we encourage you to help us by monitoring the students who cross the street. Also, please remember to drive slowly around the church and school when dropping off and picking up students. The safety of our students is our main concern.

No one should double park in either bus or car loop in front of the school. While cars can wait curbside (always with the driver inside the car) the second lane should keep moving.

The lower lot (by the Mary statue) also needs to keep cars moving in a circular pattern. You may also meet your student by the statue for safety purposes.

PARKING

Please note that there is *handicapped parking only* immediately in front of the school. Also, be aware that parking areas could change throughout the construction process.

Thank you for your support of these procedures. This does require patience when picking up students on Wednesday evenings. We encourage you to carpool. If you have concerns with the outside pick up then please arrange to come into the building at the end of class and meet your student in their room.