



**Religious Education Registration
May 19, 2011**

Department of Religious Education
650 A Ave
Lake Oswego OR 97034
503-636-2121
503-636-7687
www.ollparish.com

Registration for Religious Education classes for children in Pre-K through Sixth grade begins now. Early registration is cost effective for you and allows the office staff to process the forms in a timely fashion. It is also helpful to the Director of Religious Education in recruiting catechists (religion teachers) and ordering textbook.

Registration forms may be downloaded from the parish web site at: www.ollparish.com. Click on Religious Education (it is the 4th menu option). The available forms include:

- RE Registration form
- Archdiocesan Student Emergency Information form - 1 per child
- Parent Volunteer form
- Calendars for the Religious Education & Sacramental Preparation Programs
*Parents who will be preparing children for the Sacraments of Reconciliation and Eucharist please note the specific calendar and additional registration form for these sacraments.

Please download and complete all forms appropriate for your family. Completed registration forms and fees may be mailed or dropped off at the **OLL School office**. The RE office is currently located on the first floor of OLL School.

Opening Session for Grades 1 – 6 – Parents, please accompany your child

Sunday, Sept. 25 10:00 – 11:30 a.m., Church, OLL School (remain in church after the 9 a.m. Mass)

Opening of Pre-K & Kindergarten

Sunday, Oct. 2 9 a.m. – 10:00 a.m., OLL School

Sacramental Preparation: Reconciliation (Penance) & Eucharist – Parent Orientation Meeting

Tuesday, Oct. 11 Parent Orientation Meeting – 6:30-8:00 p.m. Parish Hall
Attendance required for all parents preparing a child for these sacraments.

Please Note: When signing 4 & 5 year olds up for class, remember that September 1st is the age cutoff date. For example a child must be 4 years old by September 1st in order to enroll in Pre-school.

Due to space limitations there will be **NO classes for 3 year olds** during the current year.

The fee schedule below is based on the date of registration.

May – June 30, 2011		July 1 – September 1, 2011	
<u>EARLY BIRD FEE!!!</u>			
1 child	50.00	1 child	85.00
2 children	100.00	2 children	170.00
3 children	130.00	3 children	200.00
4 children	130.00 Last one free!	4 children	200.00 Last one free!

***Catechists** - persons responsible for preparing lessons. **Fee waived**

***Catechist Assistants** – persons who assist catechists with such tasks as calling parents, preparing materials for crafts, setting up before class and cleaning up after class, and any tasks the catechist may request. **Half of fee waived.**

Please mail completed forms and fees to **OLL RE Depart** or drop them off at the **OLL School office**.

Archdiocese of Portland
Our Lady of the Lake
Student/Youth Emergency Information and Procedure Form
2011 - 2012

Youth Last Name	Youth First Name	Home Phone
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Address _____ City _____ State _____ Zip _____
 School Attending _____ Grade Level _____
 Parent(s)/Guardian(s) _____
 Person with whom youth is living _____

In case of illness, accident or emergency to the youth named above, the Archdiocese of Portland, and its representatives are authorized to proceed as indicated below. *(Thoroughly complete the following information and **number** each item in the order of desired action you wish us to take).*

- No. ___ Contact _____ Day phone _____ Other phone _____
 No. ___ Contact _____ Day phone _____ Other phone _____
 No. ___ Contact _____ Day phone _____ Other phone _____
 No. ___ Contact Family Physician _____ Phone _____
 No. ___ Take Youth to Nearest Emergency Hospital _____
 No. ___ Other _____

Medical History/Information

Date of Birth _____
 Last Tetanus immunization or booster date _____
 Allergies (food, drugs, insects, etc.) _____
 Current medication (state name, dosage, reason, time, and physician) _____

Please note any injuries, recent surgery, prolonged illness, corrective lenses or special health problems that would help emergency personnel care for your child, or which may require special attention.

Please indicate any disabilities _____

Name of Medical Insurance Company _____
 Group or ID Number _____

I authorize the Archdiocese of Portland and its representative to use their judgment in determining emergency care and procedures for my child. I also understand and agree that the Archdiocese assumes no financial obligation for expenses incurred in carrying out emergency procedures and/or emergency transportation.

 Parent/Guardian Signature Date



Our Lady of the Lake Parish Religious Education Calendar 2011--12

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9/11 Catechist Training, 10 a.m. - Noon
 9/18 Catechist In-service, 10 a.m. – Noon
 9/25 Opening of RE: Parents /Children, Church 10 a.m.
 10/2 Opening of Preschool & Kindergarten, OLL School

10/9 RE Class
 10/16 RE Class
 10/23 RE Class
 10/30 RE Class

11/6 RE Class
 11/13 RE Class
 11/20 RE *Called to Protect for Children*
 11/27 Advent Festival, 4:00 - 5:30 p.m., Parish Hall NO RE
 11/28 Advent Festival 5:30 – 8:00 p.m., Parish Hall NO RE

12/4 RE Class
 12/11 RE Class

12/19– 1/1	CHRISTMAS BREAK
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1/8	Catechist In-service	NO RE
1/15	<i>MLK Observance</i>	NO RE
1/22	RE Class	
1/29	RE Class	
2/5	RE Class	
2/12	RE Class	
2/19	<i>Presidents' Day Observance</i>	NO RE

2/21	MARDI GRAS
2/22	ASH WEDNESDAY

2/26 RE Class

3/4 RE Class
 3/11 RE Class
 3/18 RE Class

3/25 -4/1	SPRING BREAK
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4/ 1	Palm Sunday	NO RE
4/5- 7	Triduum	Holy Thursday, Good Friday, Holy Saturday
4/8	EASTER SUNDAY	NO RE
4/15	RE Class	
4/22	RE Class	
4/29	Catechist Appreciation/End of RE	

May 5 & 6	Celebration of First Holy Communion
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5/20	Catechist Meeting
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Volunteer Position Descriptions

Catechist: an active parishioner; attends 4 training sessions; prepares weekly lessons; is able to arrive a minimum of 15 minutes in advance of class.

Co-Catechist: shares responsibility of teaching with partner.

Catechist Aide: assists with tasks assigned to her/him by the catechist such as collecting materials for crafts, set up, clean up of the classroom and whatever is helpful; attends Catechist training in September and the evaluation/planning meeting in May.

Religious Education Office Assistants: staff the RE office during class time & assist catechists with duplicating, locating materials, help with tasks in the office.

Catechist Appreciation/Closing Celebration: decorate tables in the parish hall; pick up flowers for the catechists; help with clean up after event. Last day of Religious Education.

Gym Supervisor for Sunday: supervise play in the gym after 9 a.m. Mass until 10:15; Monday 6:00 – 6:15 & collect play equipment after play

General Office Assistance: wide range of activities some of which require computer skills.

Liturgy of the Word with Children: children in grades 1 – 4 are dismissed at the beginning of the 9 a.m. Mass. Readings and explanation of the gospel are adapted to children. Facilitators are scheduled once a month. Excellent resources provided. Song leaders are needed too.

First Communion Retreat: assist with the preparation of the crafts, retreat Mass and refreshments; entails 1 meeting beginning in March.

Advent Festival: 1) set up crafts on tables, 2) prepare materials for Advent Wreath, 3) set up for refreshments on Sunday, and 4) clean up on Sunday and Monday. Knights of Columbus serve supper on Monday.

Mardi Gras: 1) set up crafts on tables in parish hall, 2) assist with decorating the hall and 3) clean up after event.

Vacation Bible School: planning meetings begin in February; entails 6 - 8 meetings; oversee assigned tasks e.g. registration, preparation of crafts, decorations, etc.

Special Talent: photography, newsletter editing, story telling, drama, musical instrument, videotaping, or whatever you can share with us.