

Wednesday Evening Religious Education

Dear Parents,

Welcome to the 2026-27 W.E.R.E. Program! I am excited for this coming year!

Please read the following pages of the parent handbook.

If you have any questions please let me know!

Please print copies of the last pages (handbook/laptop) so they can be completed and signed.

The photo release "yes/no" was on the google form-sign up sheet/link.

link below for those who did not sign up yet

<https://docs.google.com/forms/d/e/1FAIpQLSdNmB6uztqPQJ0wD8kp8KD0dcAgwhmPkC5I0FCjtHzKAHKfA/viewform?usp=publish-editor>

Please send the signed paperwork in with your child on Wednesday Sept. 2nd.

Blessings,

Ryan C. Lockemeyer M.S.

Director-St. Mary's Wednesday Evening Religious Education

email were@saintmaryparish.com or my WERE mailbox at the parish office

Wednesday Evening Religious Education

Parent Handbook

Revised Monday June 7th 2026

Philosophy

The parents are the first and primary educators of their children through word and example. The purpose of our program is to supplement the role of the family in faith formation by providing quality Catholic Religious Education in a formal setting.

Mission Statement

Centering our program on the Word of God and the Catholic faith, we endeavor to accomplish this philosophy in the following ways:

- By our expectation that all families participate in Mass each weekend so that our program builds on that foundation.
- By our expectation that students participate in our program each week for all eight years.
- By the challenge of both the Scriptures and the weekly lessons for all to live Christian values in their daily lives.
- By caring teachers who show forth a loving God.
- By creative lessons and activities to help the children appreciate the gift of their Catholic beliefs and traditions.
- Through prayer each week in our program and each day in the home.
- By frequent contact between home and our program, providing possibilities of further growth for parents and for families.
- By providing opportunities for service to others at various times during the year.

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ADMISSION

Ordinarily our program is for active, contributing, registered members of St. Mary Parish. However, if space is available we will welcome families from other parishes who wish to attend.

ATTENDANCE

Regular attendance and participation in classes are of the utmost importance. If a student is absent, please contact me by sending an email to were@saintmaryparish.com. Missed work will be given upon the child's return to be completed for the following class.

We expect that a child who begins the program will continue each year through the end of the 8th grade year.

Please drop your child off at the cafeteria BEFORE 6:45pm but NO earlier than 6:30pm. Every minute of class counts!

DISCIPLINE POLICY

Approved by the Parish Education Commission, May 10, 1994. Revised Sept 2005
Approved by the Parish Council, May 17, 1994

At the beginning of the program year, the Director of Religious Education, Coordinator of Religious Education and Teaching Staff will set clear, reasonable and enforceable rules for the students. If a student does not cooperate, cases shall be handled in the following manner:

1. The teacher will try to correct problems directly with the student.
2. If a problem persists, the C.R.E. and teacher will meet with the student.
3. If no solution is forthcoming, the C.R.E. and teacher will discuss the problem with the parent(s).
4. If there is still not sufficient improvement, the child will be dismissed from the program by the C.R.E., with the approval of the Pastor.

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Policy for minimum attendance and eligibility for Penance, Eucharist, and Confirmation for St. Mary's W.E.R.E.

APPROVED: Parish Education Commission – April 1, 1997, Revised Sept, 2005, Revised April, 2010
Parish Council - April 15, 1997

RATIONALE: Parents are the first and foremost educators of their children. It is in the home that faith is handed on and nurtured. The Parish Religious Education Program supports and assists parents in this primary responsibility.

GENERAL ATTENDANCE:

If a student misses more than five classes in a year, he/she will not be promoted to the next grade until the work is satisfactorily completed. Special conditions apply for sacramental years. (See #2 below)

CANDIDATES FOR PENANCE, EUCHARIST, and CONFIRMATION:

Candidates for the Sacraments of Penance, Eucharist and Confirmation are those who fulfill the following:

- a. Active participation in the Catholic faith. (i.e. minimally, regular attendance at Sunday Mass)
- b. Regular attendance at Religious Education classes in the preceding and current year (or the equivalent). If a student misses more than two Religious Education classes in grades 2 or 8, the parent will be expected to meet with the Director of Religious Education (D.R.E.) in order to continue preparation.
- c. Parent attendance at sacramental meetings (or the equivalent) in preparation for the sacraments. Ordinarily, this is mandatory for the first child; for the other children, it is required if more than three years elapse.
- d. For Confirmation candidates: evidence of readiness through their attitude, actions, understanding of the subject matter, service requirements, retreat, and Insights or LETS Day.
- e. In extreme circumstances that cause the criteria set forth in point B (above) not to be met, the parent must meet with the Coordinator of Confirmation or the D.R.E. The coordinator will get the approval of the Director of Religious Education for any modified preparation.

SPECIAL NOTE – Home Schooling:

While we know that parents are the first and foremost educators of their children, we also know that the sacraments of the church are communal celebrations. Therefore, it is important that the preparation for these sacraments be done in a communal setting. It is the Parish's obligation to be assured that this preparation be theologically and pastorally sound. In order to be admitted for the Sacraments of Initiation (Eucharist and Confirmation), the preparation must be done within the W.E.R.E. program. The D.R.E. will determine readiness before a student enters the second or eighth grade. Other arrangements will be approved by the pastor and the Director of Religious Education.

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DIRECTIONS FOR (Pickup) DISMISSAL

In order to provide more safety for our children at the time of dismissal, we will be using the following plan. This plan was developed after much input, including advice from law enforcement.

All kids will exit via the school cafeteria doors.

Dismissal will be from 8:00pm to 8:05pm, then the cars will be released by row, from the lot.

GRADES 1 – 3

1. Those picking up children in grades 1 through 3 (and their sisters and brothers) should enter by way of the main driveway (the one that goes past the church). When you enter the parking lot, do not "line up". Park in a regular, marked parking spot on the upper end of the lot nearest the school. They will be out at 8
2. The parent or other driver is asked to meet the child(ren) at the classroom door and escort them to your car.
3. When you have all the children whom you are driving, please wait to exit the parking spot carefully.
4. Please do not wait in the driveway in your car, unless the area is already blocked off. This can disrupt the flow of traffic. Please park in a marked parking spot.

4-8 grades

1. Do not enter by way of Jefferson Street (by Southern States). This will be the main exit-going past the cemetery.
2. Park in a parking spot(with the car facing the playground) and when your child(ren) is in your car, exit carefully when released, especially when backing up.
3. If many children are still going to their cars when you are ready to exit, please wait a moment or two for the lot to clear before exiting.

ALL DRIVERS

Please follow the directions of the traffic monitors regarding the parking lots.

LATE PICK UPS

ALL students will be brought into the WERE office at 8:15pm if not yet picked up. Park in the front parking lot (from the church entrance) and walk up to the Cafeteria. Someone will let you in.

If the parking lot is closed for dismissal at 8:00-8:05pm, cars entering from the church side will wait until they can enter the front lot once initial kids are safely in the cars.

Dismissal photo plan shown below.

8:30



90



3D



SAINT MARYS CHURCH

Cars enter
thru church
lot. Face
playground



8:30



90



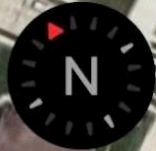
Southern States

SON ST

t Mary School



3D



Exit

Dismiss
hold



Saint Mary
Cemetery

face playground

CHURCH DR

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IMPORTANT INFORMATION

If your child has any problem that we should know about, (reading difficulties, health problems, ADD, etc.), note this on the registration form and notify the C.R.E. if the registration form needs to be updated.

If there are concerns regarding non-custodial parents receiving information or picking up the children, give this information IN WRITING to the Coordinator of Religious Education.

EMERGENCY CONTACTS

Parents are asked to complete the registration form and to keep it up to date throughout the school year. This information will include parent names or other adults and evening phone numbers who could take responsibility in case of a medical need or other problem. It is important that any unusual medical problem, special need or family issue of each child be noted on the registration form. Prompt notification is necessary when any of these names or numbers are changed. Children should NOT be sent to W.E.R.E. if the parent suspects that they may be ill. When not sure, a parent should be sure someone on the emergency list is available so that the office can contact him or her quickly if necessary. If changes will be applicable for the one-day only, a parent should send a signed and dated note with the children that they may give to their teacher/faith mentor.

CONTACT BETWEEN PARENT AND CATECHIST

Parents are encouraged to participate in the W.E.R.E. program. All parents are welcome to sit in on their child's class.

Any program or teacher questions should be sent via email to were@saintmaryparish.com or through their teachers email which will be provided to parents.

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CANCELLATION FOR BAD WEATHER

If Campbell County Schools is closed, we will **not** necessarily be closed. You will receive a push notification from the parish app.

PHOTO PERMISSION

W.E.R.E. may wish to promote the program via the website and news releases to local or diocesan papers using photos taken during class activities. Parent permission is requested to post pictures of family members both adult and child(ren) involved with the program. Permission remains in effect until revoked in writing. Please contact the D.R.E. with questions or concerns relating to this policy.

EMAIL

We send information via email on a regular basis. If you are NOT receiving emails with W.E.R.E. as part of the subject check your junk or spam folders. If the emails are not there please send an email to were@saintmaryparish.com and let us know.

MISCELLANEOUS

Students are not to chew gum, bring candy or food of any type, or wear hats during class. No cell phones will be permitted in class. If your child brings their cell phone we will collect it and at the end of class they will be able to get their cell phone back. Cell phones in the classrooms with students has become a major distraction and are not permitted. Each teacher will have their cell phone on and with them in class so that they can phone in case of an emergency.

WERE Laptop TERMS OF USE 06/08/2026

St. Mary's were 2026-2027 Grades 2-8

Overview

Terms of Use, also known as Terms of Service or Terms and Conditions, are agreements that govern the users of a service.

Instructions by **Ryan Lockemeyer Saint Mary Parish WERE**

Student Name: _____

Grade: _____

Purpose

This form outlines expectations for student use of a school-issued laptop. A parent/guardian signature is required before the laptop is issued.

Student Responsibilities

By signing this form, I agree to:

1. Use the laptop only for school-related work and activities approved by teachers.
2. Care for the device and keep it clean, safe, and free from damage.
3. Never leave it unattended and keep it in a secure location when not in use.
4. Leave the laptop at school daily, fully charged.
5. Not install unapproved software, tamper with settings, or bypass security.
6. Follow school technology and internet safety policies, including appropriate online behavior.
7. Immediately report any loss, damage, or malfunction to school staff.

Parent/Guardian Acknowledgment

I understand:

1. The laptop is property of the school and must be returned upon request or at the end of the school year.
2. I am responsible for ensuring the student follows all rules listed above.
3. In the event of damage, loss, or theft due to negligence or misuse, I may be responsible for repair or replacement costs as determined by the school.
4. The school may monitor student activity on the device for safety and compliance.

Signatures

Student Signature: _____ Date: _____

Parent/Guardian Name (print): _____

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian Phone: _____

School Use Only

Device Serial Number: _____

Date Issued: _____

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Handbook 2026-27

I have read and understand the information in St. Mary's Wednesday Evening Religious Education Parent Handbook for the 2026-27 school year.

Printed Parent Name: _____

Parent Signature: _____ Date: _____
