

# St. Matthew Parish

## Religious Education

1005 E. Schaumburg Road

Schaumburg, Illinois 60194

847-891-1220 x 139

Web: [stmatthewparish.org](http://stmatthewparish.org)

Email: [religioueducation.stmatthew@gmail.com](mailto:religioueducation.stmatthew@gmail.com)

June 2021

Dear Parents and Guardians:

As we continue to follow guidance related to the pandemic and Archdiocesan re-opening requirements, we are currently planning to offer classes both online and in-person.

Current Archdiocesan and Illinois Department of Public Health guidance requires that masks be worn by everyone participating in-person, even if they are vaccinated. Please be aware of this as you make your decision regarding how you wish your child(ren) participate in the program. This is a public health mandate that we have to follow if we are going to hold any classes with children in-person.

If you prefer for you child(ren) to participate in online classes, they must be able to remain on camera throughout the class, participate when called on via microphone or chat and have their materials with them. These are the requirements to be considered "present" for the class.

Based on our survey of families, we will be offering classes on Sunday and Monday evenings from 7-8:15 pm. We only had a handful of families interested in Saturday morning, which is not enough for us to run that day.

Our goal is to continue to keep the program affordable for our families. We offer the ability to pay program costs over the duration of the program. If you need this type of arrangement, please reach out to us and we will work with you.

In this packet you will find a registration form; an information and fee schedule; a Notify Now emergency notification form and a medical information form. Please be sure to provide any medical information for your child. We do not share that information, however, it is extremely important that we have that information in the event of an emergency.

Throughout the year, we will be providing updates and information via email as our primary means of communication. We will also make information available in our bulletin and on our parish website. In the instance of emergency closures, we will continue to use Notify Now as the method for issuing those alerts.

We rely on volunteers to run the program, so if you can help out, we can always use your help. The more volunteers we can secure, the more options we are able to offer our families.

Please feel free to reach out to us with any questions or concerns at [religioueducation.stmatthew@gmail.com](mailto:religioueducation.stmatthew@gmail.com) or see us before or after one of the Sunday Masses.

In Christ,



Milissa Bartold  
Pastoral Associate

(Turn over for further registration information)



# 2021 - 2022 Religious Education Registration

## Scheduling

<u>Saturday</u> <u>9:00 am - 10:15am</u>	<u>Sunday</u> <u>7:00 pm - 8:15pm</u>	<u>Monday</u> <u>7:00 pm - 8:15pm</u>
<ul style="list-style-type: none"><li>TBD</li></ul>	<ul style="list-style-type: none"><li>2nd thru 6th Grade</li><li>Confirmation 1 &amp; 2</li></ul>	<ul style="list-style-type: none"><li>6th Grade</li><li>Confirmation 1</li><li>Confirmation 2</li></ul>

If you have a high-school-age teen who needs to be prepared for Confirmation, please contact us.

Please indicate your day preference on the Registration Form.

Day preference will be honored in date order of when the completed Registration packet and registration fee is received.

First Communion requires two years of preparation in our Program. **8th Grade Confirmation preparation requires enrollment in 6th, 7th and 8th grade in our program.**

Calendars will be sent to families in late August. Classes will begin September 12th & 13th.

## Tuition and Fees

\$35 non-refundable materials fee + \$145 for 1 child = \$180

\$35/child non-refundable materials fee + \$240 for 2 children = \$310

\$35/child non-refundable materials fee + \$330 for 3 or more children = (Varies)

First Grade Home School: \$35 per child for materials and monthly family session

## **To register, please return the following to the Religious Education Office**

- Registration Form - Please PRINT clearly on the form so we can be sure to enter your correct information. **ALL of our correspondence is sent through e-mail.**
- Notify Now Form - The information provided on this form is how we will notify families of any program closures
- Copy of Baptismal Certificate (only for children new to our program) who were not baptized at St. Matthew
- Payment - A non-refundable deposit of \$35.00 per student is due with your registration, unless you have made other arrangements with us.

**You may pay your tuition in full or according to a payment plan.**

You will receive tuition statements monthly starting in September.

**Please make checks payable to St. Matthew Parish.**

**Please print all information clearly and circle the session**

Family Last Name: _____	Date: _____
Father's Name: _____	Main Phone: _____
Mother's Name: _____	Secondary Phone: _____
Custodial Parent, if different from above: _____	Email address regularly checked: <b>(All Communications are done thru email)</b>
Home Address: _____	_____

Child's Name: _____	1st Grade: Homeschool (Book Provided)
Birth date: _____	2nd-8th: Sunday 7 - 8:15 PM
Gender: _____	Monday 6th, 7th, 8th - 7-8:15 PM
Grade in Fall of 2021: _____	___online ___in person
Date of Baptism: _____ Church where baptized? _____	
Date of First Eucharist: _____ Church _____	
Date of First Reconciliation: _____ Church _____	

Child's Name: _____	1st Grade: Homeschool (Book Provided)
Birth date: _____	2nd-8th: Sunday 7 - 8:15 PM
Gender: _____	Monday 6th, 7th, 8th - 7-8:15 PM
Grade in Fall of 2021: _____	___online ___in person
Date of Baptism: _____ Church where baptized? _____	
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Child's Name: _____	1st Grade: Homeschool (Book Provided)
Birth date: _____	2nd-8th: Sunday 7 - 8:15 PM
Gender: _____	Monday 6th, 7th, 8th - 7-8:15 PM
Grade in Fall of 2021: _____	___online ___in person
Date of Baptism: _____ Church where baptized? _____	
Date of First Eucharist: _____ Church _____	
Date of First Reconciliation: _____ Church _____	

Note: If any of your children were not baptized at St. Matthew, and you have not already given us a copy of their baptismal certificate, we will need a copy.

**Over for Medical** →

Office use:			
Tuition Due: \$ _____	Tuition Paid: \$ _____	Received by: _____	

**MEDICAL AND EMERGENCY NOTIFICATION INFORMATION AUTHORIZATION FOR MEDICAL TREATMENT**

<b>Student First Name &amp; Last Name</b>	<b>List medical allergies, significant medical history and list any medications currently taking.</b>
1.	Allergic to: Medical History: Current Medications Taking:
2.	Allergic to: Medical History: Current Medications Taking:
3.	Allergic to: Medical History: Current Medications Taking:

**Family Contact Information ~ Parent (s):**

**Name** \_\_\_\_\_ **Relationship to Student** \_\_\_\_\_

**Home Phone #** \_\_\_\_\_ **Cell Phone #** \_\_\_\_\_

**Name** \_\_\_\_\_ **Relationship to Student** \_\_\_\_\_

**Home Phone #** \_\_\_\_\_ **Cell Phone #** \_\_\_\_\_

**Emergency contact in case Parent/Guardian cannot be reached:**

**Name** \_\_\_\_\_ **Relationship to Student (s)** \_\_\_\_\_

**Home Phone #** \_\_\_\_\_ **Cell Phone #** \_\_\_\_\_

**MEDICAL RELEASE:**

For the safety and wellbeing of the children, in cases of serious medical emergencies, it is our policy to call 911 and request medical assistance for your child. After we call 911, we will attempt to notify you and/or the emergency contact you have provided in the event we cannot reach you directly.

I hereby request and authorize any of the aforesaid personnel to obtain for my child such medical services as are deemed necessary. I agree to assume the financial responsibility for any diagnosis/treatment and/or for medication deemed necessary.

**Parent/Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

ST. MATTHEW PARISH  
RELIGIOUS EDUCATION  
1005 E. SCHAUMBURG RD.  
SCHAUMBURG, IL 60194  
847-891-1220  
WWW.STMATTHEWPARISH.ORG



FAMILY NAME: \_\_\_\_\_  
CHILD: \_\_\_\_\_  
CHILD: \_\_\_\_\_  
CHILD: \_\_\_\_\_  
CHILD: \_\_\_\_\_

- NOTIFY NOW WILL CONTACT THE NUMBERS YOU PROVIDE IN THE ORDER YOU SPECIFY. YOU ARE NOT REQUIRED TO HAVE ALL OF THESE CONTACTS TO RECEIVE NOTIFICATIONS OF CLOSURES.
- THE CALLER ID WILL REFLECT AS ST. MATTHEW PARISH (847) 891-1220

CONTACT INFORMATION (CALLS WILL BE MADE IN THIS ORDER)	
	TEXT MESSAGING:
PHONE 1 - _____	YES OR NO
PHONE 2 - _____	YES OR NO
PHONE 3 - _____	YES OR NO
EMAIL 1 - _____	
EMAIL 2 - _____	

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
PRINTED NAME: \_\_\_\_\_  
RELATIONSHIP TO CHILD: \_\_\_\_\_

## PHOTO PERMISSION

- I UNDERSTAND THAT PHOTOS WILL BE TAKEN DURING VARIOUS PARISH EVENTS THAT TAKE PLACE DURING THE SCHOOL YEAR (CLASSROOM ACTIVITY, FOOD COLLECTION, HOLIDAY EVENTS AND COMMUNITY EVENTS).

- I UNDERSTAND THE PHOTOS MAY BE POSTED FOR DISPLAY WITHIN OUR PARISH COMMUNITY EITHER ON THE PARISH BULLETIN BOARD, WEEKLY BULLETIN OR THE PARISH WEBSITE.

\_\_\_\_ I GIVE PERMISSION FOR MY CHILD(REN) 'S PHOTOGRAPHS TO BE POSTED IN OUR PARISH COMMUNITY.

\_\_\_\_ I DO NOT WISH TO HAVE MY CHILD(REN)'S PHOTOGRAPHS TO BE POSTED IN OUR PARISH COMMUNITY.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

**PLEASE COMPLETE THIS FORM AND RETURN IT TO THE RELIGIOUS EDUCATION OFFICE**

**Turn over to complete the online Permission Form**

# Online Class Permission

For the 2021-22 Religious Education Year, St. Matthew Parish will be conducting all religious education instructional activities in an online format. Every week, a new link will be mailed to the family for each class session.

Our sessions will be held in a real-time format and will be catechist led. In order to promote safe environment and to reduce distractions, we will be asking that students enter the class session with their microphone active & cameras should be turned on for the duration of the class sessions.

Attendance is required for the full duration of the class-time and will be monitored via activities during the class.

Please provide the email address for where you wish the link to be sent for the class.

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I give my child(ren) permission to attend St. Matthew Religious Education Classes online for the 2021-22 program year. I understand that I am responsible for their supervision and ensuring that they are attending the class in a safe manner and adhering to the requirement that cameras are on with the student visible & that the microphones are accessible during the class sessions.

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Parent/Guardian Printed Name

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Date

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Parent/Guardian Signature

***Turn over to complete the Notify Now & Photo Permission Form***