



St. Stephen Catholic Church — Office of Religious Education

10428 Saint Stephen Circle
Riverview, FL 33569

Phone: 813-671-4434 Fax: 813-671-2994 www.ststephencatholic.org

2011-2012 NEW STUDENT REGISTRATION FORM

Pre School through Confirmation

Please Print

FAMILY NAME _____

IMPORTANT
Parish ID or Envelope # _____

Please check here if student's last name is different from the family name

ADDRESS _____ CITY _____ ZIP _____

PH Father's home # _____ work # _____ cell # _____

Mother's home # _____ work # _____ cell # _____

E-MAIL Father's _____ Mother's _____

EMERGENCY CONTACT DURING CLASS TIME: and/or CAN BE TRANSPORTED BY: **THIS INFORMATION MUST BE ACCURATE !**

NAME _____ PHONE NUMBER(S) _____

STUDENT'S NAME (Include First and Last name)	11/12 GRADE	DAY TIME SCHOOL	Rel. Ed. CLASS DAY & TIME request



NO reminder notice or confirmation will be mailed before classes start. We will contact you ONLY if we are unable to confirm your requested class

If your student(s) has special needs or learning disabilities, please describe: _____

Since this program is of a volunteer nature, it cannot exist without parental help. I understand that I may be asked to assist with the class when needed. Please see Volunteer Form for opportunities to help in several areas.

I have read the Religious Education Guidelines and I am informed of the following Photo and Video Release: From time to time, publicity releases for newspapers, television, website, and other media may be prepared about events occurring at the parish, which may or may not be accompanied by photos or videotape of students. *(Please initial your permission below in space provided)*

____ **YES** I do give my permission to have my children in such releases, or ____ **NO** I do not give my permission to have my children in such releases.

 **Signature of Father/Legal Guardian:** _____
 **Signature of Mother/Legal Guardian:** _____

BOTH Parents/Guardian Signatures are required ONLY if spouses are separated or divorced or where custody of a minor child is shared. BOTH parties must agree to this registration and reception of sacrament(s) by signing.

(SEE REVERSE SIDE for Safe Environment and Harassment Policy Acknowledgement and Signature)

* FEES:	65.00	One Child
	90.00	Two Children
	100.00	Three Children or more
plus:	40.00	1st Reconciliation Retreat & 1st Eucharist Retreat fee
	80.00	Confirmation Retreat fee

CATECHISTS: Call the RE Office about a Catechist discount.
*** FINANCIAL ASSISTANCE:** Please complete the Financial Aid Assistance Form.

- INSTRUCTIONS:
1. Fill out Registration Form and Attach Fees. **SIGN BOTH SIDES** of this form.
 2. A copy of your child's **BAPTISMAL CERTIFICATE MUST** be on file in the Religious Education Office or turned in along with this form!
 3. Return to the Religious Education office (located in the school building) or the Church Office.
 4. **PLEASE BE CERTAIN TO PRINT YOUR PARISH ID or ENVELOPE NUMBER ON THIS FORM.**

FOR OFFICE USE ONLY TL FEE: \$ _____ CASH \$ _____ CHK #/\$ _____ CHK #/\$ _____

HARASSMENT POLICY

The Diocese of St. Petersburg requires that each parish adopt the policy that prohibits any form of harassment by any individual. The Diocese strives for the establishment of a Christian, professional and supportive educational environment for all persons engaged in or involved with religious education and youth ministry programs in a non-employment situations. No parish will be responsible for off-campus harassment, unless it occurs at a parish-sponsored event.

PURPOSE OF THE POLICY: This policy intends -

- that each individual is free from physical, psychological or verbal intimidation and harassment in religious education and youth ministry settings;
- that each individual involved in religious education and youth ministry programs maintain and further develop attitudes and behaviors which express respect for others and are reflective of each person's God-given dignity;
- to encourage a heightened sensitivity toward behaviors that others may find offensive and intimidating, whether these behaviors refer to race, religion, color, gender, sexual orientation, national origin, age marital status, familial status, veteran status or disability.

This policy is not intended to otherwise limit the expectation of staff, children, students and volunteers to engage fully in the traditions of teaching, celebrating, participating in and being formed by the Catholic faith, including but not limited to curriculum, catechesis, the Sacraments, other liturgies, worship services and ministries.

EXPLANATION OF HARASSMENT:

Harassment can result from a single incident or from a pattern of behavior involving verbal, written or physical conduct or communication.

Harassment encompasses a broad range of behaviors, which could include, but are not limited to:

- Physical, mental or verbal abuse
- Insults, jokes, or derogatory slurs based on one or more of an individual's protected status(es)
- Unwelcome sexual advances or touching
- Implicit or explicit requests for sexual favors
- Unwanted sexual comments (serious or humorous)
- Unwanted sexually suggestive telephone calls, letters, e-mail, etc.
- Comments or jokes based on issues of modesty and developing social awareness
- Unwanted forced involvement in activities (e.g. physical, religious, etc.)
- Coercion of religious styles or personal beliefs upon a participant
- Intimidation in front of a group or forced personal sharing in groups
- Inappropriate media or music use which would violate this policy

CONFIDENTIALITY:

The right to confidentiality, both of the complainant and of the accused, will be respected to the extent possible, but will be consistent with legal obligations and with the necessity to investigate allegations of misconduct and to take corrective action when this conduct has occurred.



PARENT/LEGAL GUARDIAN SIGNATURE REQUIRED ON BOTH SIDES

Safe Environment Policy

The Diocese of St. Petersburg has mandated that all adult staff and volunteers who are entrusted with the care or supervision of children, youth, and vulnerable adults, must be trained on the Safe Environment Policy. This parish follows the Diocese of St. Petersburg's Policy on Safe Environment and provides training on the subject to catechist, assistants, and other volunteers. In addition to this training, volunteers are also background checked. SEP classes are also provided for parents and children (age-appropriate material is presented). As a parent, I understand that I am free not to take advantage of the Safe Environment Training Program for adults and children.

Acknowledgement

I acknowledge that I have received, read, understand, and accept the Harassment Policy and Safe Environment Policy of the Diocese of St. Petersburg regarding the parish youth ministry program and parish religious education programs.

Signature of Parent or Legal Guardian

Please Print Name

Date

*St. Stephen Catholic Church
Office of Religious Education and Youth Ministry, Valrico, FL*