

CCD Teen Helpers ~ St. Matthias Parish

Thank you for your Christian witness and service. Parents are register you using the CCD Registration Form. Please read the following with your parent. For questions and/or to sign for service hours, please contact Linette Kerr, Religious Education County Coordinator, at linettekerr@windstream.net or by phone at 724-966-7270.

- ~ When you arrive, report to your CCD teacher/class and wear your name tag to identify you as a teen helper.
- ~ Wear your Sunday best: modest (not revealing) and respectful (no graphic images or phrases).
- ~ Be prompt when completing all CCD requests from your CCD teacher (i.e. making copies). Teen Helpers are called to serve. No loitering and no playing/texting on cell phones.

Quotes from the Diocese of Pittsburgh's Principles, Policies and Guidelines for Parish Religious Education and Youth Ministry Programs (PDF online)

“Regarding children who walk to and from parish religious education activities, the parish is responsible for these children only within the perimeters of parish property. The safety of children after they leave parish property is the parents’ responsibility” (page 128 of PDF from Diocesan Guidelines)

**Grade 6 and above CCD students are dismissed to their parents in the church’s parking lot. If your parent has not arrived, students should return to CCD area/church and wait with his/her CCD teacher.

- **Teen Helpers are NOT to leave before informing your CCD teacher (especially if leaving before CCD ends).
- ** A signed handwritten note from parent is needed if teen is driving self to and from CCD for the year.

Policy P III: Volunteers

“Teenagers of high school age function well as aides or partners with an adult catechist. Teenage (high school age) involvement is encouraged as a means of nourishing future catechists but must always be under the guidance of adult direction and supervision. Teenage aides are not to be left alone with students for any reason.”

Guideline P I: Classroom Supervision

“A catechist should never leave students in a classroom unattended by an adult. Catechists are to be present in the classroom prior to the start of class. If the catechist needs assistance during the catechetical session, a student or aide is to be sent to the office for help.”

Responsibilities of Teen Helpers (page 81 of PDF from Diocesan Guidelines):

- Respect and obey all teachers, staff and volunteers
- Speak and act appropriately
- Respect other students in word and action
- Recognize peer conflict, report problems, and work to resolve conflict...
- Be truthful and candid if observing behaviors that could be a form of bullying
- Be courageous to report behaviors to a teacher or administrator
- Make it a point to include all students who are easily left out

Policy S II, III, V

“Social Networking is not permitted for use with minors.”

“Email and Text Messaging is not permitted for use with minors.”

“At no time is one-on-one video or chat room interaction appropriate between adults and minors.”

****Parents are the main contact persons for their children with the Parish/CCD directors.
Please contact Linette Kerr ASAP to report any concerns. Thank you.**