



## St. Patrick Youth Policies and Procedures

Welcome to St. Patrick Youth Ministry! This document covers many of the policies and procedures of the Orlando Diocese and the St. Patrick Youth Ministry program. Our ministry is fluid and ever changing, just as the young people we serve. That being said, I am open to changing things should the need arise and common sense proves a better way.

### Communication

**Phone:** There are many ways to reach me. I am available through my church phone (352) 383-8556 x. 31, and my cell phone (352) 455-3812 (and yes, I text). If there is an emergency, please let me know so I respond accordingly.

**Email:** I email youth announcements constantly. This is the easiest way for me to get the word out to parents and youth. A youth cannot receive email directly from me unless a parent is also receiving email, so please be sure I have your email address.  
[stpatyouth@stpatrickmtdora.org](mailto:stpatyouth@stpatrickmtdora.org)

**Bulletin:** There is a portion of the St. Patrick weekly bulletin that contains our youth news. This is a great backup to find out information. If you do not remember to bring a bulletin from church

on Sunday, you can always read the bulletin from our parish website [stpatrickmtdora.org](http://stpatrickmtdora.org).

**Myparishapp:** A great way to stay in touch with St. Patrick happenings, including reading the bulletin is through the myparishapp. You just download the app. When you install it, you will have an option to find the parish. Be sure to choose St. Patrick Mount Dora, FL. This always gives you access to daily readings.

**Remind App:** Most recently, we have begun using the Remind App on smart phones. If you would like to be added to the app list, let me know.

**Shepherd's Gate Bulletin Board:** Most upcoming events will be posted on this bulletin board at the entry way to Shepherd's Gate. I will also keep an updated calendar posted with all class dates and information on upcoming diocesan events that may be of interest to you. There are other bulletin boards in the church that will have flyers posted.

**Office Hours:** We have many events scheduled on weekends and evenings. I also sometimes have meetings or training outside of the office. Because of this, I have a flexible work schedule. Generally speaking, I will try to take off Monday. If you need to meet with me, please contact me to be sure I am in my office in the youth room.

**Facebook** - St. Patrick Youth Group has a Facebook page. I will post pictures and announcements on this group page. If you are interested in being a part of this, please "Friend Request" me (Susan Zebrowsky Engel), and I will add you to the group. If a minor "friend requests" me, I will restrict them from seeing my personal posts, but I will add them to the group message. Please only make positive comments on this page or it will be deleted. If you decide to add someone to the group, please message me so I can be sure we are only adding those

people with an appropriate interest in our youth. You might also be interested in the Orlando Diocese Facebook page. **IF YOU DO NOT WANT YOUR CHILD'S PICTURE POSTED IN OUR GROUP, PLEASE BE SURE TO INFORM ME OF THIS.** All youth need to sign a Waiver so we are able to share pictures between us, but if you are not comfortable with this, please let me know.

### Transportation

The Orlando Diocese does not assume any responsibility for how a youth gets to an event. With that in mind, we understand that there are times when, in particular, something is scheduled far away and that parents will want to carpool. St. Patrick along with the Orlando Diocese takes on none of the responsibility should you choose to allow your youth to ride with another family. There are times when we have a large number of youth attending an event where we will use a bus service. This is costly and so only happens occasionally when we have a large number attending an event.

### Permission Slips/Liability Waivers

Permission slips are necessary for all youth attending off-site events. If it is an ongoing event, such as St. Vincent de Paul, you will only need to fill out the permission slip one time. Adults are also required to fill out an off-site permission slip. These forms are available at the bottom of the main page on the parish website - SPY Youth Group Page. They are also printed out and available in the youth room.

### Medical Forms

Please be sure to fill out a medical form anytime there is a change in your young person's medical situation, such as a change in a particular

condition or insurance policy. I will send out the Medical Form with permission slips attached so you can make the necessary changes.

Both permission slips and medical forms are available on the [stpatrickmtdora.org](http://stpatrickmtdora.org) website under "Youth."

### Mission Trips

The St. Patrick Youth have in the past scheduled a mission trip every other summer. This is a tremendous opportunity for all youth to experience their faith in action. I highly recommend that each person attend one of these events. It is open to all youth entering 8<sup>th</sup> grade the fall following the mission trip summer. There is a minimal deposit required (usually approximately \$100 paid over 4 payments), and then the group going fundraises for our trip. This is highly supported by our parish family. There is an application process which the youth will hear about in youth group meetings and will be published in our parish bulletin.

### National Catholic Youth Conference

The St. Patrick Youth sends a delegation to attend NCYC. This conference is scheduled during odd numbered years. This conference allows the youth to experience our faith on a much broader base and attend workshops and hear keynote speakers that are internationally known within our faith with 22,000 other youth. There is an application process for youth interested in attending which the youth will hear about in youth group meetings and will be published in our parish bulletin. NCYC is open to all youth entering 9<sup>th</sup> grade in the fall of NCYC.

## Meetings

Youth meetings are a great time for the youth to come together to play games, catch up on their week, and celebrate their faith. It is not required that youth come to the meetings, but the more involved the youth are in their faith, the more they seem to enjoy each other's company. The St. Patrick youth room is a safe haven where the youth learn how to be a part of a faith community. This is just the stepping stone though as we encourage opportunity for them to be involved in our parish life.

**Middle School Meetings** - Middle school youth meet the second and fourth Sunday of each month from 3:00 - 5:00 p.m. You are welcome to bring a friend and a snack to share. .

**High School Meetings** - High school meetings will be on the first and third Sunday of each month from 3:00 - 5:00 p.m. You are welcome to bring a friend and a snack to share.

## Youth Involvement in Parish Life

**Religious Education Teacher Assistants** - If you have time on Sunday morning and would like to assist in the religious education classes, please let either Susan Engel or Sr. Judy Waldt know. You are most welcome.

**Ushers** - If you would like to help usher at the 9:30 a.m. family mass, please plan on coming to the meeting we have each fall for training. We would love to have you!

**St. Vincent de Paul** - St. Patrick Youth are major supporters of the St. Vincent de Paul Society which is currently housed at St. Mary of the Lakes in Eustis. We unload and pack the pantry the first truck

unload each month on a Wednesday from 8:45 a.m. - 1:00 p.m. The bulletin will have the dates in it. We also make up bags of food and assist clients with taking the food to their cars. In the fall, winter and spring, there is a large food drive. We help sort and put away the food. We also participate as a team in the Friends of the Poor Walk each October. Please consider getting involved.

**COR Retreat** - High school youth have an opportunity to attend the Christ in Others Retreat each February. This event happens at the Florida Sheriff's Youth Ranch in Pierson and is a Friday through Sunday event. Please watch the bulletins and email for details.

**MS Spring Retreat** - Each spring we will have an overnight retreat for the middle school youth. This is a project of our Peer Ministry program.

### Peer Ministry

Each fall high school youth who are particularly active in the parish are invited to attend our Peer Ministry Leadership Training program. This group of youth receives training in small group leadership dynamics and is expected to participate in and help run our youth retreats. They also tend to be the group that helps plan what direction our youth group will be going in.