

# FIRST COMMUNION



## Parent Handbook 2023

*Holy Family Parish*

Religious Education Office: 815-730-8691

Email: [RE@holyfamilyshorewood.org](mailto:RE@holyfamilyshorewood.org)

[www.holyfamilyshorewood.org](http://www.holyfamilyshorewood.org)

# FIRST COMMUNION SCHEDULE

**IMPORTANT** – Changing your First Communion time will be subject to the availability of what space is available.

## FIRST COMMUNION on SATURDAY, APRIL 29<sup>TH</sup>, 2023

### 10:00AM MASS

RE – Sessions Sunday 2A & 2B and ISP

### 12:30PM MASS

RE – Sessions Monday 2A & 2B and Wednesday 2A

## FIRST COMMUNION on SATURDAY, MAY 6<sup>TH</sup>, 2023

### 10:00AM MASS

RE – Session Wednesday 2B and Holy Family School



# FIRST COMMUNION SCHEDULE

**SATURDAY, APRIL 29, 2023**

## First Communion Parent Meeting

Sunday RE Students and ISP: Sunday, Jan. 22<sup>nd</sup> at 8:30am (door #4)

Monday RE Students: Monday, Jan. 23<sup>rd</sup> at 5:00pm (door #4)

School Students: Tuesday, Jan. 24<sup>th</sup> at 6:00pm (Parish Office - door#5)

Wednesday RE Students: Wednesday, Jan. 25<sup>th</sup> at 6:00pm (door #4)

*At least one parent must attend. Students do not need to attend.*

Friday, March 10<sup>th</sup> \*\*\* Wheelchair Space form due

Friday, March 10<sup>th</sup> \*\*\* Change of date or time form due

Friday, March 10<sup>th</sup> \*\*\* Visiting Priest or Deacon form due

Friday, March 10<sup>th</sup> \*\*\* Gluten-Free form due

Friday, March 24<sup>th</sup> \*\*\* Tom Killoran Photography Permission form due

Friday, April 7<sup>th</sup> \*\*\* Altar Server form due

Wednesday, April 19<sup>th</sup> \*\*\* Practice for April 29<sup>th</sup> Communion 10:00am Mass

This practice is for Students with "Parts" only at 6:00pm.

Wednesday, April 19<sup>th</sup> \*\*\* Practice for April 29<sup>th</sup> Communion 12:30pm Mass

This practice is for Students with "Parts" only at 6:45pm.

Thursday, April 27<sup>th</sup> \*\*\* Practice for April 29<sup>th</sup> Communion 10:00am Mass

General practice at 6:00pm with one parent and student. Students with 'PARTS' are to come to practice at 5:30pm.

Thursday, April 27<sup>th</sup> \*\*\* Practice for April 29<sup>th</sup> Communion 12:30pm Mass

General practice at 7:00pm with one parent and student. Students with 'PARTS' are to come to practice at 6:30pm.

**Saturday, April 29<sup>th</sup>**

**– Sacrament of First Communion – 10:00am Mass**

MUST BE in Church BETWEEN 9:30am and 9:45am

- NOT EARLIER THAN 9:30am

**Saturday, April 29<sup>th</sup>**

**– Sacrament of First Communion – 12:30pm Mass**

MUST BE in Church BETWEEN noon and 12:15pm

- NOT EARLIER THAN noon

# FIRST COMMUNION SCHEDULE

**SATURDAY, MAY 6, 2023**

## First Communion Parent Meeting

**Sunday RE Students and ISP: Sunday, Jan. 22<sup>nd</sup> at 8:30am (door #4)**

**Monday RE Students: Monday, Jan. 23<sup>rd</sup> at 5:00pm (door #4)**

**School Students: Tuesday, Jan. 24<sup>th</sup> at 6:00pm (Parish Office - door#5)**

**Wednesday RE Students: Wednesday, Jan. 25<sup>th</sup> at 6:00pm (door #4)**

*At least one parent must attend. Students do not need to attend.*

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**Friday, March 10<sup>th</sup> \*\*\* Change of date or time form due**

**Friday, March 10<sup>th</sup> \*\*\* Visiting Priest or Deacon form due**

**Friday, March 10<sup>th</sup> \*\*\* Gluten-Free form due**

**Friday, March 24<sup>th</sup> \*\*\* Tom Killoran Photography Permission form due**

**Friday, April 7<sup>th</sup> \*\*\* Altar Server form due**

**Monday, May 1<sup>st</sup> \*\*\* Practice for May 6<sup>th</sup> Communion 10:00am Mass**

This practice is for **Students with "Parts" only at 6:00pm.**

**Wednesday, May 3<sup>rd</sup> \*\*\* Practice for May 6<sup>th</sup> Communion 10:00am Mass**

**General practice at 6:15pm with one parent and student. Students with 'PARTS' are to come to practice at 5:45pm.**

**Saturday, May 6<sup>th</sup>**

**– Sacrament of First Communion – 10:00am Mass**

**MUST BE in Church BETWEEN 9:30am and 9:45am**

**- NOT EARLIER THAN 9:30am**

# FIRST COMMUNION ATTIRE

## BOYS

Boy's Suit or Dress slacks  
Long sleeve shirt (if not wearing a jacket or suit)  
white or colored Shirt  
Suit Vests (optional – with or without jacket)  
Tie  
Dress shoes with socks  
No boutonnieres

## GIRLS

White or Ivory dress – short or long  
White or Ivory veil or headpiece  
Dress shoes with socks or stockings  
No gloves  
No purses  
No corsages

Children are **NOT** allowed to carry rosaries, prayer books, missals, candles or flowers. You may have those items in the pew. Father will bless these items after Mass individually.



# *Holy Family Parish*

## *Religious Education Office*

### SACRAMENT OF FIRST COMMUNION

#### PROGRAM OUTLINE OF REQUIREMENTS

#### ***ELIGIBILITY***

To be eligible for preparation to receive the Sacrament of First Communion at Holy Family Parish, an individual must meet the following qualifications:

1. Be a baptized Catholic. We MUST have a copy of the child's Baptismal Certificate.
2. Be a registered family in the School or Religious Education Program at Holy Family Parish.
3. Be a second grade student or older.
4. Have attended Religious Education classes or Religion classes for one year prior to the sacramental preparation year.
  - A. If transferring from outside the parish, enrollment in a Religious Education Program or Catholic School Religion class for one year prior to the sacramental preparation year is required.

#### ***PREPARATION REQUIREMENTS***

Preparation for First Communion consists of the following components:

1. Instruction in the faith through Religion classes or Religious Education classes.
2. Formation for the Sacrament of First Communion (conducted within class).
3. Testing by the Catechist or Teacher to insure that the student has a basic understanding of the faith and knowledge of prayers.
4. Attendance/participation at the Parent Meeting and other requirements.
5. An evaluation for Sacramental readiness by the Catechist, Teacher, Director of Religious Education, Principal and/or Pastor.
6. **Attendance and participation at the practice for the Sacrament is required.**

The Pastor, Principal and Director of Religious Education in cooperation with the Catechist or Teacher will meet to evaluate the readiness of each child. If any portion of these requirements is not met, the Sacrament of First Communion may be delayed until a later date.

# FAMILY RITUAL

## IN PREPARATION FOR FIRST COMMUNION

*In today's fast-paced culture, it is becoming rare for a family to sit down to dinner together. For this ritual, plan to leisurely prepare and share a meal together; what you eat is not important. It can be your family's favorite meal, something simple or complicated. What is important is that you prepare (cook, set the table, clean up, etc.) together and eat leisurely together. Sit around your table, use the good dishes and candlelight. This is a special evening.*

### **A reading from the Gospel of Matthew – Matthew 26:26-29**

While they were eating, Jesus took a loaf of bread, and after blessing it he broke it, gave it to the disciples, and said, "Take, eat; this is my body." Then he took a cup, and after giving thanks he gave it to them, saying, "Drink from it, all of you; for this is my blood of the covenant, which is poured out for many for the forgiveness of sins. I tell you, I will never again drink of this fruit of the vine until that day when I drink it new with you in my Father's kingdom."

**Eat dinner, taking lots of time for conversation, storytelling, etc. Enjoy each other's company. Conversation might include a discussion of how family meals are a continuation and a lead-in to Sunday Mass where the parish community shares a meal together in the bread and wine.**

*When the meal is over, all clean-up together.  
This should inspire a response!*

Options:

Invite the grandparents or godparents to share in this special evening.

***Urge everyone to tell their story about their First Communion.***



## **WHEELCHAIR SPACE REQUIRED**

***Deadline: March 10<sup>th</sup>***

**We are requesting a space for a family member with a wheelchair.**

First Communicant's Name \_\_\_\_\_

Date and Time of First Communion \_\_\_\_\_

Parent Signature \_\_\_\_\_

Parent email address \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_

Date \_\_\_\_\_

**Your request will be verified to you through email. If you do not hear from us through email, please call the RE Office at 815-730-8691.**



*IMPORTANT NOTICE*

ATTENTION:  
PARENTS/FAMILY MEMBERS/FRIENDS

Due to the sanctity of the sacrament, we ask that you stay in your pews during the Communion liturgy.

***No photos or video taping is  
allowed during the Mass.***

Photos may be taken after Mass in church or outside the church.

Your cooperation is necessary in making this Sacrament beautiful and meaningful for your child and your family.

*If you have a personal professional photographer, they are only allowed in church after the Mass and after everyone else has taken their photos.*

# Tom Killoran Photography

Tom Killoran Photography will once again be taking photos of the children actually receiving their First Communion in Church.

They will also be taking photos before the First Communion Mass in the gym with a backdrop.  
(See the attached flyer to make an appointment.)

The photos taken during Mass will be available after the First Communion Mass and can also be ordered after First Communion online. We will send the link at a later date.

We will forward all First Communion FAMILY email addresses to Tom Killoran Photography so you can connect directly. If you do NOT want us to share your family email address, please fill out and return the information below.

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TOM KILLORAN PHOTOGRAPHY

*Please return this form by Friday, April 1, 2022.*

We do not want our family email address shared for direct contact for the First Communion photos.

Student Name \_\_\_\_\_

Family Name \_\_\_\_\_

# FIRST COMMUNION BANNER

- Purchase: a piece of felt, placemat, or other material any color that should be approx. 8" wide x 12" long (size can be up to 10" wide x 16" long); a dowel rod no more than 2 inches longer than your fabric (10"); ribbon to tie on each end of the banner to hang over the pew – not longer than 12"; material and cut-outs, etc. to decorate the banner.
- Make a pocket at the top of the banner to slide the dowel rod in using glue or thread.
- Attach the ribbon to the dowel rod on either end. I would suggest you glue the ends of the ribbon to the dowel rod so the ribbon does not slip off.
- Decorate the banner using symbols of First Communion. You can use different colors of felt, etc. Please make sure all the symbols are securely attached. *Have your child determine what should be on the banner and what the Communion symbols are. Their text books will provide plenty of pictures, etc.*
- The FIRST NAME of the child should appear on the front of the banner.
- **Your child's full name should be printed on the backside of the banner.**
- The banners should be put on the pew by YOU on their First Communion day.

**Please remember to TAKE THE BANNER HOME after Mass.**

**Banner kits are available at:**

autom.com - item #VS256

creativecommunications.com - item #FCF

*Also check with Michael's crafts, Joann Fabrics or Hobby Lobby.*

*Due to limited supplies, please shop early for these kits.*

# General Information

- Please pay close attention to the Practice days and times.
- If your child has been selected for a special part within the First Communion Mass, you will be notified by email toward the end of March. There will be a special practice for “parts people”. Students selected are expected to be at ALL the practices for the “parts people” and the general practices. If they cannot attend the practices, they will be replaced by another student.
- You will find out where your child will be sitting at the general practice. The child and two adults will be allowed in the pew – no other family members will be allowed in the pew since you will be sharing it with other First Communion families.
- The pews at the back of Church and on the sides will be available for your additional family members and guests.
- At Communion time, the child will come forward with the two adults. The child will receive Communion from the Priest in the center aisle; the two adults will receive Communion from the Ministers on either side.
- Any rosary’s, prayer books, medals, crosses, statues, bibles, etc. will be blessed after Mass individually with the Priest. Please bring them and keep them in your pew.
- You may not bring your own professional photographer to take pictures before or during Mass. They will be asked to leave the premises. They can take pictures after the Mass with your family after everyone else has taken their pictures.
- We will have a professional photographer to take a picture of your child receiving First Communion. These photos can be purchased after Mass in the gym where you pick up your First Communion certificate. Photos, in a plastic frame are \$15.00 for one and \$25.00 for two. Cash or credit card accepted.

FIRST COMMUNION +++ Holy Family Catholic Church

# Visiting Priest or Deacon

**If you have a Priest or Deacon in your family and you would like them to give First Communion to your child, you must fill out this form and return it to the RE office by March 10<sup>th</sup>.**

First Communicant's Name \_\_\_\_\_

Date and Time of First Communion \_\_\_\_\_

Parent Name \_\_\_\_\_

Parent Phone Number \_\_\_\_\_

Parent email address \_\_\_\_\_

Name of visiting Priest \_\_\_\_\_

Name of visiting Deacon \_\_\_\_\_

Name of Church where they minister \_\_\_\_\_

Are they serving in the Diocese of Joliet \_\_\_\_\_

**If they are NOT serving at this time in the Diocese of Joliet, we will need a "Letter of Suitability" from the Diocese in which they serve.**

**DEADLINE FOR THIS FORM and the LETTER of  
SUITABILITY IS MARCH 10<sup>th</sup>.**

*The visiting priest or deacon MUST call the Holy Family Parish Office (815-725-6880) and speak with Mrs. Maria Velazquez by April 21st to verify that they will be in attendance at the First Communion Mass.*

This form must be returned to the Religious Education Office.  
The Letter of Suitability must be sent to Reverend John Phan at Holy Family Parish, 600 Brook Forest Ave., Shorewood, IL 60404.

# FIRST COMMUNION PARENT PRAYER

*As compassionate families, we pray for **all** children. Parents, living the day to day “hardest job in the world” existence, recognize the importance to raise faith-filled, caring, compassionate children who will one day be the leaders in the world.*

(left side): We pray & accept responsibility for children who sneak Popsicle’s before supper, who erase holes in math workbooks, who can never find their shoes.

(right side): And we pray & accept responsibility for those who stare at photographers from behind barbed wire, who can’t bound down the street in a new pair of sneakers, who never “counted potatoes,” who were born in places we wouldn’t be caught dead, who never go to the circus, who live in an X-rated world.

(left side): We pray & accept responsibility for children who bring us sticky kisses and fistfuls of dandelions, who hug us in a hurry and forget their lunch money.

(right side): And we pray & accept responsibility for those who never get dessert, who have no safe blanket to drag behind them, who watch their parents watch them die, who can’t find any bread to steal, who don’t have any rooms to clean up, whose pictures aren’t on anybody’s dresser, and whose monsters are real.

(left side): We pray & accept responsibility for children who spend all their allowance before Tuesday, who throw tantrums in the grocery store and pick at their food, who like ghost stories, who shove dirty clothes under the bed and never rinse out the tub, who get visits from the tooth fairy, who don’t like to be kissed in front of the carpool, who squirm in church or temple and scream in the phone, whose tears we sometimes laugh at and whose smiles can make us cry.

(right side): And we pray & accept responsibility for those whose nightmares come in the daytime, who will eat anything, who have never seen a dentist, who aren’t spoiled by anybody, who go to bed hungry and cry themselves to sleep, who live and move, but have no being.

(all): We pray & accept responsibility for children who want to be carried and for those who must, for those we never give up on and for those who don’t get a second chance, for those we smother and for those who will grab the hand of anyone kind enough to offer it. Amen

(“Guide My Feet”, Marian Wright Edelman, Beacon Press)

# HOW TO RECEIVE COMMUNION

**Here is the procedure on “how to receive”**

**HOST** - Bow from the waist

Cup your hands to receive the host

Right hand under left hand if right handed

Left hand under right hand if left handed

After the Priest or Eucharist Minister says “**Body of Christ**”,  
you respond ‘AMEN’

**PUT THE HOST INTO YOUR MOUTH IMMEDIATELY.**

DO NOT lift your cupped hand to your mouth.

You do NOT need to make the sign of the cross after receiving.

Then go back to your pew.

**Communion Protocol:** *fast one hour before receiving, teeth brushed, hands washed, no gum, no candy, no food in mouth, no gloves can be worn, hands folded coming and going from reception of Communion, NEVER take the host out of your mouth, walk reverently back to your pew, kneel down and pray quietly.*

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**WINE** - If wine is allowed from the Diocese of Joliet, it is the same  
procedures as for the host. You do not have to receive  
the wine. Receiving the cup (wine) is a parental decision.

Bow your head

After the Priest or Eucharist Minister says “**Blood of Christ**”,  
you respond ‘AMEN’

Take the cup from the minister, TAKE A SIP, then hand the cup  
back to the minister.

You do NOT need to make the sign of the cross after receiving.

Then go back to your pew.

**Wine Protocol:** *do not receive if you have a bad cold or flu or other contagious sickness, expect the wine to taste a bit tart/sour, do not make strange faces.*

# FIRST COMMUNION

## Communion Reception Protocol

**\*\*\* For anyone with wheat allergies:** before mass begins, go to the gifts table and using the tongs provided, pick up one of the hosts from the dish and place it in the pyx (small round vessel with lid). The unconsecrated hosts will be brought up with the gifts of bread and wine during the offertory procession. It will be consecrated during Mass. Check with the USHER to find out where you should go to receive the gluten-free host. **There is NO DAIRY in the hosts.** For further information, check our Sunday bulletin available online at [www.holyfamilyshorewood.org](http://www.holyfamilyshorewood.org). This is the procedure for a normal weekend Mass. For First Communion, children and parents will be receiving from the center aisle.

**\*\*\* Please fill out the Gluten-Free form. \*\*\***

### **Receiving the Host**

One hour fast

Teeth brushed

Hands washed

No gum, candy, food in mouth

Hands folded coming and going

**Right before receiving, bow your head in reverence**

Hold right hand under left at heart height (opposite for left-handed child)

**Answer "AMEN" when minister says "Body of Christ"**

(If receiving on tongue, after answering AMEN, fold hands, open mouth and extend tongue, receive communion and close mouth.)

Chew or swallow host immediately

Never walk back to your pew with host in hand

Never take the host out of your mouth

Walk reverently back to your pew

Kneel down and pray quietly

### **Receiving the Wine** - if allowed by the Diocese of Joliet

Do not receive if you have a bad cold or flu or other contagious sickness

**Bow your head in reverence before receiving**

**Answer "AMEN" when the minister says "Blood of Christ"**

Receive the chalice with TWO hands

Take a small sip

Return the chalice to the minister with two hands

Expect the wine to taste a bit tart/sour (do not make strange faces)

Fold your hands

Walk reverently back to your pew

Kneel down and pray quietly

**It is your choice to receive or not receive the Blood of Christ  
when offered at any Mass.**

**All children can receive the wine from this point forward after First Communion.**



# GLUTEN- FREE COMMUNION HOSTS



The Communion hosts used in a Catholic Mass cannot be totally gluten-free. They are considered **low-gluten hosts**. Low-gluten hosts range anywhere from 0.01%, 0.002% or 0.16% gluten content depending on the supplier.

If you need a gluten-free host for your child or yourself for First Communion, please return this form to the RE Office by March 10<sup>th</sup>.

Student's Name \_\_\_\_\_

First Communion Date \_\_\_\_\_ Time \_\_\_\_\_

Does anyone else in the family need gluten-free hosts?

If so, how many \_\_\_\_\_

The Priest will consecrate the number of hosts needed for your family at that First Communion Mass.

A sample of the host can be provided to the Parents.

# FIRST COMMUNION CHANGE OF DAY/TIME FORM

Due: March 10<sup>th</sup>

My Communicant's Name \_\_\_\_\_

My Child Attends: RE Class Day \_\_\_\_\_ Holy Family School \_\_\_\_\_

Your originally scheduled time \_\_\_\_\_

My new time is: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

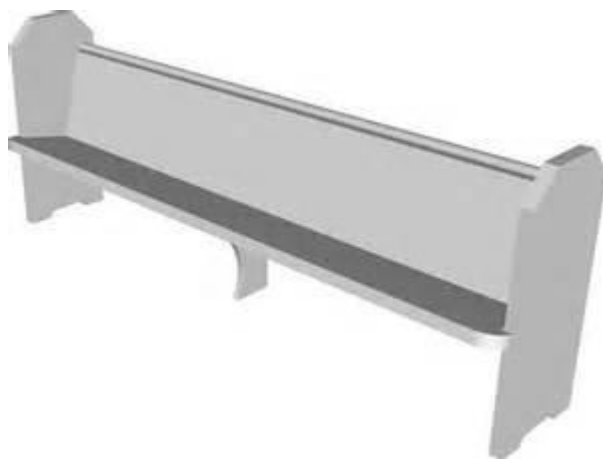
Parent email address: \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_

Your change of time will be verified to you through email. If you do not hear from us through email, please call the RE Office at 815-730-8691.

**If you change your First Communion time, please follow the practice schedule for your new time.**

Because church space is limited, all changes are subject to pew availability. Requests will be filled on a first come, first served basis.



## SPECIAL SEATING REQUEST

If there are cousins, siblings, etc. who would like to be seated near each other for their First Communion Mass, please fill out the form below and return it to the RE Office by March 10, 2023.

*This is NOT a request for additional seating for your family.*

Student Name \_\_\_\_\_

First Communion Time \_\_\_\_\_

I want to be seated near:

Student Name \_\_\_\_\_

The First Communion Date and Time must be the same for each student.

If the date and time are different, one of the students must turn in a CHANGE OF DATE form in addition to this request.

**Deadline: March 14, 2022**



***TURN IN THIS FORM TO THE RE OFFICE BY APRIL 7<sup>th</sup>***

If there is siblings, cousins, family friends who are presently Altar Servers at Holy Family and would like to serve at a First Communion Mass, please fill out this form. You may want to inform them that this is a regular Mass with no special additions for them to do.

Name of Server \_\_\_\_\_

First Communion Mass (April 29<sup>th</sup>)

Time of Mass to Serve: 10:00am \_\_\_\_\_ 12:30pm \_\_\_\_\_

First Communion Mass (May 6<sup>th</sup>)

Time of Mass to Serve: 10:00am \_\_\_\_\_

Parent email address \_\_\_\_\_

You will receive a confirmation that this server is scheduled to serve the First Communion Mass.

*Servers are to be in the Sacristy 15 minutes before their scheduled Mass.*

*Students in 7<sup>th</sup> and 8<sup>th</sup> grade can use one hour of Spiritual experience for this.*

# WHAT TO TEACH YOUR CHILDREN ABOUT EUCHARIST

Passing on our Catholic Traditions.....

## **What Catholics believe about the Eucharist...**

- We believe that, each time we receive Holy Communion, we are receiving the Body, Blood, Soul and Divinity of Jesus Christ. We truly receive Jesus in the appearance of bread and wine.
- The Sacrament unites us to Christ so that we participate in the Lord's own sacrifice.
- The Sacrament unites us to each other so that we are renewed and strengthened as Christ's Body.

## **Our invitation to receive and be transformed...**

The Church invites us to worship Christ and receive him at the Eucharistic liturgy (Mass). When it is time to receive Communion:

- Join the Communion line at the direction of the usher.
- When you reach the front of the line, express your faith in the real presence of Christ by bowing deeply as a sign of reverence.
- To receive Holy Communion in your hands, extend your hands with palms facing up, your "writing" hand below the other hand. This forms a "table".
- The Priest or Extraordinary Minister says "Body of Christ".
- Reply "Amen" because we agree wholeheartedly.
- After the Body of Christ is placed in your hand, pick it up with your "writing" hand and immediately place it in your mouth, chew and swallow.
- If you choose to receive Communion on your tongue, after you say "Amen", fold your hands, open your mouth, and extend your tongue. Your tongue becomes the "table".
- After the Body of Christ has been placed on your tongue, immediately chew and swallow.

- Walk to the Chalice (if the Precious Blood is offered) and bow as a sign of reverence.
- The Priest or Extraordinary Minister offers the chalice and says "Blood of Christ".
- Reply "Amen" and slowly take the chalice in your own hands.
- Sip a small amount of the Blood of Christ and then slowly return the chalice.
- After receiving Communion, return to your pew and spend time in prayer.
- After dismissal of Mass, we are sent out into our world to act like Jesus to everyone. We should become what we receive.

### **Rules to prepare ourselves to receive Jesus...**

- Fast for one hour before receiving Holy Communion – no food or drink except water or medicine.
- Be in the state of Grace, free from mortal sin, before receiving Communion.
- Obligation to attend weekly Mass on Saturday/Sunday and Holy Days of Obligation.
- The Church strongly encourages us to receive Communion on Sundays.
- Receive Holy Communion at least once each year during the Easter season.

