

ADMINISTRATIVE PROCEDURES	
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ADMINISTRATIVE PROCEDURE TITLE

Role of the Priest in the School

1.0 ADMINISTRATIVE PROCEDURE

- 1.1 In June of the prior school year or at the beginning of the current school year, the principal and priest will develop the “Animating Catholic Teaching” (ACT) Pastoral Plan for the school. This Plan will include:
- (a) feast day of the saint or solemnity for which the Catholic school is named;
 - (b) Masses celebrated by the priests and other sacraments such as Reconciliation;
 - (c) schedule of sacraments of the parish such as First Reconciliation, First Eucharist, and Confirmation;
 - (d) priest support of the school’s catechetical programs;
 - (e) priest participation in school activities such as good news assembly, play day, grade retreat, social justice action projects, school trips; and
 - (f) an open invitation for informal social visits to the school.
- 1.2 The Board will endeavour to host an annual event to celebrate and express appreciation for the ministry of priests in Catholic schools.
- 1.3 The Board has established the Office of Faith Development to work closely with the Bishop and to organize shared meetings of partners in Catholic education which include the clergy of the Diocese.
- 1.4 The Board will request that the Bishop appoint a Spiritual Advisor from the clergy of the Diocese to support its mission to fulfill the aims of Catholic education.

- 1.5 The Board standing committee, Family Life and Religious Education, will include the following representation from the clergy: the Bishop or designate; the Board's Spiritual Advisor; and the Executive Director of the Vocations, Evangelization and Youth Office (VEYO).

2.0 TERMS AND DEFINITIONS

2.1 "ANIMATING CATHOLIC TEACHING" (ACT) PASTORAL PLAN

"Animating Catholic Teaching" (ACT) Pastoral Plan is a planning tool for the development of the school's pastoral plan in co-operation with the priests.

2.2 ORDO

The ORDO is a book published annually that delineates specific requirements for the good celebration of the liturgy.

3.0 REFERENCES/RELATED DOCUMENTS

"Animating Catholic Teaching" (ACT) Pastoral Plan

4.0 RELATED ADMINISTRATIVE PROCEDURES

AP-S-811, School Masses

5.0 RELATED FORMS

"Animating Catholic Teaching" (ACT) Pastoral Plan Template

6.0 ADMINISTRATIVE PROCEDURE REVIEW DATE

March 2017

7.0 APPROVED BY BOARD

March 23, 2004

8.0 EFFECTIVE DATE

March 27, 2012

9.0 REVIEW BY

Office of Faith Development

10.0 LAST REVISION DATE

March 27, 2012