

ST JOHN'S CATHEDRAL SUNDAY SCHOOL

Briefing Notes to Guardians on St John's Cathedral Sunday school Organisation

REGISTRATION

1. All Sunday school students MUST be registered. They will be designated into groups.
2. Students will be given name tags after registration. Students are required to wear the name tag during Sunday school.
3. Within 2 weeks after registration a confirmatory e-mail will be sent to you. If you DO NOT receive this e-mail please contact a Sunday school teacher.

SPECIAL CONCERNS

4. Please provide the Cathedral with any further information on the student which you think is important for health / safety issues, or will assist us in helping the student to adapt into the Cathedral community. For example, if there have been any significant events, special family circumstances, or are there medical conditions such as asthma, allergies etc. This information shall be kept confidential.

INCLEMENT WEATHER

5. Sunday School will be closed if the Hong Kong Observatory has issued the following

Primary Sunday School FAITH / HOPE / LOVE / JOY / PEACE	Red / Black rain warning OR if Typhoon Signal No.3 or above, has been raised / notified to be raised
Junior Church / Discoverers	Red / Black rain warning OR if Typhoon Signal No.8 or above, has been raised / notified to be raised

SUNDAY SCHOOL RULES

6. Please sign in before attending Sunday school.
7. Students are requested to stay in the same group for the whole Sunday school year (September to June). Students are not allowed to be paired up with older / younger siblings. They are to meet up at **8:55am** at the following areas:

Primary Sunday School	Meet up at Fanny Li Hall. At around 9:25am they will be divided into the following individual classes: FAITH Fanny Li Hall HOPE Fanny Li Hall LOVE Conference Room JOY Harold Smyth Room (Inside Room) PEACE Harold Smyth Room (Outer Area near Entrance) (MAYBE SUBJECT TO CHANGE)
Junior Church	North Transept in the Cathedral for the first part of the 9:00am Sung Eucharist Service. After the Gospel the student will leave with the Sunday school teachers to the Li Hall
Discoverers	Upper Room of Cathedral Office
Parents Group	Kenneth Tyson Library

Special announcements will be made during the Sunday school sessions and via e-mail notification, for holiday closure or special events such as the Sunday school plays. Please read the e-mails accordingly for the alternative meeting or pick up points.

If you are late for any reason, please follow the direction of the Primary Sunday school teachers to seat your student as soon as possible. Please also remain quiet during Sunday school as talking will disturb the session.

Some of the younger students do need a guiding hand when doing the arts and craft. Please assist your student and other students, whose guardian is not in attendance. The Sunday school teachers

are always well prepared and try to ensure that there are sufficient arts and craft for all attending students. In the very rare case where your student was unable to obtain the day's arts and craft, the Sunday school teachers will be more than happy to provide a set the following week.

We do encourage only ONE Parent/Guardian to stay with children < **5 years old**. The North Transept in Church has been reserved for parents with students in Sunday school.

Please pick up the Primary Sunday school student before **9:55am**.

After the individual classes, the Sunday school will proceed to the front door of the Cathedral and walk up to the altar. If you receive Holy Communion in any Christian tradition you are welcome to receive it at the altar. If you or your student is not properly disposed to receive communion, you are welcome to receive a blessing at the altar; please cross your arms on your chest as this will assist our clergy in identifying that you want a blessing. Please teach this practice to your student if they are to receive a blessing. As a side note, the Cathedral will be holding First Holy Communion and Baptism classes sometime between February and April; details will be provided later on in the Sunday school year. Once you have received Communion / Blessing, please proceed to the back of the Cathedral until the end of the service.

- Please be reminded that to avoid disturbing the 9:00am Sung Eucharist service, students are requested to refrain from talking or running around until the end of the service. There are microphones around the back of the Cathedral in particular the senior choir area, so any noise generated is greatly amplified throughout the Cathedral. Please remind your student accordingly.
 - The Cathedral is over nearly 170 years old. At the back of the Cathedral there is the Archbishop's chair and some lighted candles. It is vital that you prevent your student from sitting or touching the candles. They are fragile in nature and besides the potential safety hazards if they break, a part of the Cathedral's history will be lost. The Sunday school staff has been requested to issue friendly reminders and your cooperation would be greatly appreciated.
 - To minimize the disturbance to the Cathedral after communion please follow the designated route into the Lady Chapel.
8. No eating or drinking is allowed in the Sunday school.
 9. While the Sunday school aims to provide a safe and enjoyable environment, it is not liable for the students. From time to time students will move from the Fanny Li Hall to the designated individual class rooms amongst other alternate pick up points. In addition to special announcement during class time, e-mail notices are also provided for special Sunday school arrangements. You are required to listen to the announcements / read the e-mails accordingly. Students will require Guardian's assistance. Guardians are responsible for their students, and must take all precautions necessary to safeguard your student. Students must be promptly picked up by the latest of 9:55am.
 10. The Sunday school is run by a group of volunteers. If you can help in any way please tell the Sunday school teachers.
 11. Please pick up a Sunday school T-shirt. If your student has already picked up a T-shirt from previous year and it still fits, please continue using the T-shirt.

CHILDREN'S MINISTRY WEBSITE + ELECTRONIC FORUMS

12. Children's Ministry Website: <http://www.stjohnscathedral.org.hk/Page.aspx?lang=1&id=259>
13. The Sunday school does have various electronic discussion and information forums. Parents are welcome to join the electronic forums but are reminded that it is a policy of the Cathedral NOT to spread messages of hate or fear.

SPECIAL EVENTS

14. The Sunday school is run by a group of volunteers and we do appreciate your assistance. If you or your students are interested please approach a Sunday school teacher, Donald Leung or Rita Chan.
15. We will hold various events throughout the year including Michaelmas Fair production / Nativity Play / Outing etc. These events **MUST** be preregistered and you will need to commit some time. Please do not sign up if you cannot meet the required commitment.
16. After Sunday school we also have
 - Children's Choir (10:30am) - Please ask Felix Yeung – Sunday, 10:30am at the Fanny Li Hall.