

Self-Assessment for Schools: Collaboration and Hospitality between Schools and Religious Education Programs

Directions: Use the rubric below to score your Catholic school in the areas of sharing spaces, building relationships, and sharing resources with the parish's Religious Education program. Use this information to identify areas for growth.	Never 0 points	Sometimes 1 point	Always 2 points
Sharing Spaces			
Classrooms and bathrooms are unlocked at an appropriate time for Religious Education staff and students to utilize the space.			
Religious Education teachers are given a map to show the location of bathrooms, emergency exits, AEDs, and shelters.			
Religious Education has access to classrooms with enough seating to accommodate their class.			
Catholic school teachers leave a welcome message at the beginning of the year for the Religious Education staff and students.			
Religious Education teachers have a designated place to store their materials (e.g. books, pencils) in the classroom or other designated space in the building.			
There is a designated bulletin board for Religious Education to use to share information with parents and students.			
The school communicates with the Director of Religious Education when creating the calendar to avoid schedule conflicts.			
Religious Education teachers have access to thermostats and fans.			
Desks and classroom spaces are clean and welcoming on formation nights.			
Our teachers and students are willing to arrange the desks and chairs to best suit Religious Education to help save them time (e.g. not stacking chairs, moving desks, picking up trash off the floor, clearing desks, erasing the board).			
Sharing Spaces Total Score:			/ 20
Building Relationships			
Students from both programs have opportunities to interact (e.g. pen pal program, leaving notes on the board, picnic day).			
Religious Education families are invited by the principal to participate in school events (e.g. Open House, Trunk or Treat).			
At the beginning of the year, Religious Education teachers are invited to a social gathering with Catholic school teachers.			
Religious Education teachers are included in the annual Teacher Appreciation Week.			
The Catholic school encourages families to participate in parish youth formation (e.g. youth group, mission trips, service days, etc.) even if they are enrolled in Catholic school.			

Religious Education families are included in the schools' Mass intentions and prayer requests, just like school families.			
We notify the parish of non-Catholic parents and/or non-Catholic families, so that they may extend an invitation to learn more about the faith or enroll in RCIA.			
We notify the parish of Catholic families who have a child in need of baptism.			
We notify the parish of Catholic families who have a child (older than 2nd grade) in need of First Communion.			
We notify the parish when students withdraw from the school but remain within the parish boundaries (so that youth formation may extend an invitation to the family to enroll in programs).			
We invite parish staff to parent events (e.g. PTO, Open House) to share information and invite families to enroll in Youth Formation / School of Religion / CCD / Religious Education (while also attending Catholic school).			
Building Relationships Total Score:			/ 22
Resource Sharing			
The school invites Religious Education staff to join faith formation and applicable professional development opportunities.			
Religious Education teachers have access to instructional technology in each classroom (e.g. SMART boards, etc.).			
Religious Education teachers have access to the school Wifi password.			
Religious Education teachers are invited to communicate with Catholic school staff for instruction ideas and to better understand the school's religion curriculum scope and sequence.			
We regularly distribute materials from the parish (e.g. meeting reminders, parish events, Mass times) with school families.			
We include parish Mass times in our regular school newsletter.			
We collect baptismal certificates from new students and share copies with the parish office.			
Resource Sharing Total Score:			/ 14

Questions for Reflection:

1. What are you doing well? Why?
2. What areas could use improvement? Why?
3. Were you surprised by your total score? Why or why not?
4. Of the above items, are there any that can easily be implemented with little effort? Which will take time to implement? Which will be most impactful?