Diocese of Kerry

Religious Education

Subject Plan



Name of S	school:		
Data			

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The Mission Statement of Our School

Religious Education in the Whole School Community/Life/Day (Mention ethos, trustees, staff, liturgical year etc......)

Religious Education Policy

Programmes taught in the school (Simply tick those which apply)

Year Group	Examination	Non Examination
1 st		
2 nd		
3 rd		
4 th		
5 th		
6 th		
JCSP		
LCAP		

The Chaplain in our School

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The Liturgical Year Overview

		Group/Whole
Month	Times Marked	School
September		
October		
November		
December		
January		
February		
March		
April		
May		

Aims of Religious Education

EXAM	or	NON EXAM
Religious .	Educatio	on Objectives:
_		-
Religious .	Educatio or	on Objectives:
_		-
_		-
_		-
_		-
_		-
_		-
_		-

The Religious Education Department Guide to the Department

The Religious Education Department Personnel

Subject Teachers:	Qualifications:
·	

The Religious Education Department

Subject Co-ordinator:
Roles/Duties

The RE Department Subject Co-Coordinator

Month			
Sept			
Oct			
Nov			
Dec			
Jan			
Feb			
March			
April			
May			
Other Duties/R	Responsibilities:		

Subject Teacher:	_
Roles/Duties	

The RE Department Subject Teacher

Month		
Wichtii		
Sept		
Oct		
NT		
Nov		
Dec		
Dec		
Jan		
Feb		
3.6 1		
March		
April		
Apin		
May		
1.200		

Time Allocation to Religious Education

Year Group	Teacher	Day and Time of Classes
1 st		
2 nd		
3 rd		
4 th		
5 th		
6 th		
JCSP		
LCAP		

Time Allocation:			
Timetabling:			

This should be following by a timetable showing when RE Teachers are timetabled together to aid planning and another showing the complete RE timetable for the school.

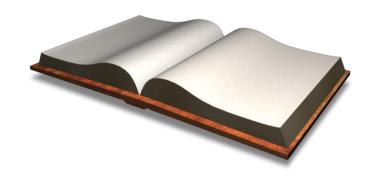
Religious Education Classes in the School 200_

Monday					
Tuesday					
Wednesday					
Thursday					
Friday					

Religious Education Planning/Meeting Times 200

Monday					
Tuesday					
Wednesday					
Thursday					
Friday					

Curriculum Content



Content to be covered in each Year of Programme. Use this template for each year group or class group.



Subject Department Curricular Plans 200____

Subject Co-ordinato	r:	Subject:
Year Group:		Level:
Book:		
Time Period		Topics/Areas to be covered
Sept – Autumn Midterm	1. 2. 3. 4. 5	
Midterm -Christmas	1. 2. 3. 4. 5.	
Christmas- Easter	1. 2. 3. 4. 5.	
Easter -Summer	1. 2. 3. 4. 5.	

Textbooks and Course Materials used by Teachers

W. G	TD 1	Other
Year Group	Textbooks	Course Materials
1 st		Whaterials
2 nd		
2		
3 rd		
4 th		
5 th		
6 th		
O		
JCSP		
_ ~		
LCAP		

Range/Variety of Resources available to the teacher within the school and outside the school

Resources/Facilities available to the RE Teachers

Inside the School	Outside the School



RE DEPARTMENT - Resources Stock List

Books	Music

RE DEPARTMENT - Resources Stock List

Videos/DVDs	(v=video and d=DVD)	Equipment

RE DEPARTMENT - Resources Stock List

Magazines/Folders	Other resources

RE DEPARTMENT - Resources which would benefit the subject department

Using ICT in Religious Education Classes

Availability/Use of ICT Facilities:					
Year Group	Example 1	Example 2			
1 st					
2 nd					
3 rd					
4 th					
5 th					
6 th					
JCSP					
LCAP					

Cross Curricular Planning

Year Group	Example 1	Example 2
1 st		
2 nd		
3 rd		
4 th		
5 th		
6 th		
JCSP		
LCAP		

Class Organisation: Homework Procedures:

Assessments/Examinations Procedures

Year Group	Term 1	Term 2	Term 3
1 st			
2 nd			
3 rd			
4 th			
5 th			
6 th			
JCSP			
LCAP			

Effective Teaching Methodologies

Effective Teaching Methodologies Examples

Vaca Cassa	Таша 1	Тажа 2	Таша 2
Year Group	Term 1	Term 2	Term 3
1 st			
2 nd			
3 rd			
4 th			
5 th			
6 th			
JCSP			
LCAP			

Recording Keeping Procedures

Sample templates for recording:

- RE Department Planning Meeting
- RE Department Review Meeting
- Liturgical Year /RE Meeting Record
- Liturgical Year Planning Meeting
- Liturgical Year Review Meeting
- Liturgical Year Times of Significance Record
- Liturgical Year Overview Term 1,2 and 3
- Liturgical Year Co-curricular Activities
- Retreat/Faith Experience Planning
- RE related visitors into school Plan
- Community Outreach Link with Parish Plan
- Evaluation in the RE Department
- Liturgy and Para Liturgy Evaluation
- Work Plan for staff in the RE Department
- Record of Parent/Teacher/Student Meetings in the RE Department

Signed:

R E Department Planning Meeting

Time of Year:
Date:
Present:
Purpose of the Meeting
Action Taken

Date:

Signed:

R E Department Review Meeting

Time of Year:	
Date:	
Present:	
Purpose of the Meeting	
Action Taken	
Tietion Tuken	

Date:

Liturgical Year/Religion Department Meeting Record

Names of those in attendance:				
Purpose of Meeting:				
	Detail of Meeting			
Date:	Time:			
Brief Outline				
		-		
D 11D				
Recorded By:				
Signed:	Date:			

Signed:

Liturgical Year Planning Meeting

Time of Year:	
Date:	
Present:	
Purpose of the Meeting	
Action Taken	

Date:

Liturgical Year Review Meeting

Time of Year:		
Date:		
Purpose of the Meeting		
Action Taken		
l.		
Signed:	Date:	

Liturgical Year Celebrations/Events/Times/Times of Significance Record.

Name of Group:		_
Year Group:		
Time of Significance		
	Detail of Celebration	
Date:	Time:	
Brief Description:		
Names of all People involved:		
	-	
Recorded By:		
Signed:	Date•	

The Liturgical Year Overview – Record

Term 1

Month/Time of significance	Group class/year/whole school/staff	Location- classroom/ Prayer room/hall	Description – prayer service, Mass Retreat
Sept			
Oct			
Nov			
Dag			
Dec			

Term 2

Month/Time of significance	Group class/year/whole school/staff	Location- classroom/ Prayer room/hall	Description – prayer service, Mass Retreat
Jan			
Feb			
March			

Term 3

Month/Time of significance	Group class/year/whole school/staff	Location- classroom/ Prayer room/hall	Description – prayer service, Mass Retreat
Mar			
April			
May			

The Liturgical Year – Co Curricular Activities

Month/time of significance	Group – Class/Year/whole School/Staff	Location – classroom/ Prayer room, Hall	Description – Prayer Service, Mass Retreat
Sept			
Oct			
Nov			
			-
Dec			

Jan		
Feb		
Mar		
April		
May		

Retreat/Faith Experience Planning

Group	Organising	Retreat	Term/
	Teacher	Venue	Time of Year
First Year			
Second Year			
Third Year			
Fourth Year			
E:64. V			
Fifth Year			
Sixth Year			
	1	L	

Planning in Religion Education – Religious Education related visitors into school

Group	Organising Teacher	Organisation	Term/ time of year
First Year	10001101		9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9
Cara IVara			
Second Year			
Third Year			
Fourth Voor			
Fourth Year			
Fifth Year			
Sixth Year			
Sixui 1 cai			

Community Outreach – Link with Parish

Group	Organising Teacher	Visits In	Visits Out
First Year			
Second Year			
Second Tear			
Third Year			
Tima Tear			
Fourth Year			
Fifth Year			
Sixth Year			

Evaluation in the Religious Education Department

Year:	Class:	Date:
Description	Comment	
	1	

Liturgy and Para-liturgy Evaluation in the Religious Education Department

Year:	_ Class:	Date:
D		
Description	Comment	

WORK TO BE COMPLETED IN RE DEPARTMENT 200_

Month	Department	Liturgy	Resources
Sept			
Oct			
Nov			
Dec			
Jan			
Feb			
March			
April			
May			

Religious Education Department

REPORT ON STUDENT/PARENT/TEACHER MEETING

Student's Name:			
Class:	Year:	Date:	
Meeting requested by	/:		
Reason for meeting:			
People present:			
Issues raised:			

Conclusions/Action:		
Signed:	Date:	
Additional Information:		



Options Structure:					
Grouping of Pupils (Mixed ability, Streaming):					
Student Access to Subject / Level:					

	r Student	ts with S	pecial N	leeds:		
Subject Plan	ning for	a Cultu	rally Di	verse So	ciety:	
ubject Plai	nning for	a Cultu	rally Di	verse So	ciety:	
ubject Plai	nning for	a Cultu	rally Di	verse So	ciety:	
ubject Plai	nning for	a Cultu	rally Di	verse So	ciety:	
ubject Plai	nning for	a Cultu	rally Di	verse So	ciety:	
ubject Plai	nning for	a Cultu	rally Di	verse So	ciety:	
ubject Plai	nning for	a Cultu	rally Di	verse So	ciety:	
ubject Plai	nning for	a Cultu	rally Di	verse So	ciety:	
ubject Plai	nning for	a Cultu	erally Di	verse So	ciety:	
ubject Plai	nning for	a Cultu	erally Di	verse So	ciety:	
ubject Plan	nning for	a Cultu	erally Di	verse So	ciety:	
ubject Plai	nning for	a Cultu	erally Di	verse So	ciety:	
Subject Plai	nning for	a Cultu	erally Di	verse So	ciety:	
Subject Plan	nning for	a Cultu	erally Di	verse So	ciety:	
Subject Plan	nning for	a Cultu	erally Di	verse So	ciety:	
Subject Plan	nning for	a Cultu	erally Di	verse So	ciety:	

Provision for Health and Safety Requirements:					
Reporting Procedures:					

Reporting Procedures in the RE Department

Within the RE	
Department	
То	
Management	
TD C: 1	
To Students	
To Parents	
101 dichts	
Outside	
School	

Teacher In-Career Development:

2005/06:

Name	Date	Provider	Topic

2006/07:

Name	Date	Provider	Topic

2007/08:

Name	Date	Provider	Topic

2008/09:

Name	Date	Provider	Topic

2009/10:

Name	Date	Provider	Topic

2010/11:

Name	Date	Provider	Topic

DES Subject Department Inspection:

Date:	
Recommendations:	
Outline of plan to address recommendations:	

Other

Useful

Templates





Preparing a Mass



Before you	Degin – Wiass for
Context:	Who will be present?
	What events/experiences will influence the liturgy?
Setting	Where will the liturgy be held?
Time	When will the liturgy take place?
Theme/Focus:	
Clergy:	

The Liturgy (Please use this in planning)

Entrance Hyr	nn:
Opening Intro	oduction:
Penitential Pra	ayers:
Opening Praye	er:
Gloria	
Liturgy of the	e Word First Reading:
	Psalm:
	Second Reading:
Gospel;	
Homily Them	e
Creed	
Prayers of the	Faithful
Liturgy of the	Eucharist
Offertory G	ifts
	Music
	Narrator
Eucharisti	c Prayer
Our Fathe	r – Peace Prayer – Sign of Peace
Holy Com	nmunion Music/Hymns
Communion R	Reflection
Concluding Ri	ite & Final Blessing
Closing Hymn	



Planning a Non-Eucharistic liturgy



Before you begin

Setting
The liturgy itself
O' P. Claud'
Opening Reflection
Word of God

Responding to God's Word – Prayers
1.
2.
3.
4.
5.
6.
Closing Reflection
Music to be used:
1.
2.
3.
4.

Religious Education Term Scheme of Work

Year: Class:

Term 1	Week	Work to be completed
	1	_
	2	
	3	
	4	
	5	
	6	
	7	
	8	
	9	
	10	
	11	
	12	
	13	
	14	

Religious Education Term Scheme of Work

Year:	Class:
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Term 2	Week	Work to be completed
	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
	9	
	10	
	11	

Religious Education Term Scheme of Work

Year: Class:

Term 3	Week	Work to be completed
	1	
	2	
	3	
	4	
	5	
	6	
	7	

Religious Education Weekly Lesson Planner

Class	
Week beginning	

Lesson	Class work	Homework

Religious Education Monthly Scheme

Week	Class work	Homework
1		
2		
3		
4		

Details of students not wishing to participate in Religious Education Class 2008-09

Name	Year	Class	Reason	Note	Meeting

_			
			(
			1
			1
			1

Details of students who wish to opt out of Religious Education 2008-09

Name	Year	Class	Reason	Note	Meeting

Details of students in the school who are removed from Religious Education Class 2008-09

Name	Year	Class	Reason	Day and Time	Parents
					Aware

Details of students in the school who do not receive Religious Education 2008-09

Name	Year	Class	Reason	Note	Meeting

Source: Marie Murphy (PPDA Cork & Ross) & School Development Planning Initative