

## Teaching and Management Tips for Catechists

1. Have more than enough planned to engage them for the time you have. Change activities often or have an interactive project or lessons with different components- reading, writing, listening, and speaking. If you can allow them to use their creativity, work together or give them student choice that helps too! Students with nothing to do will FIND something to do, and it won't always be good!
2. Don't yell. Start off with a normal tone. If you yell, it only amplifies the energy in the room. If they are talking, be quiet, raise a hand, or lower your voice. Students usually get the message.
3. Poor student behavior can get everyone off task. Establishing an easy routine that helps everyone know what is expected of them and what is coming next is extremely helpful. This includes having an agenda that is posted or printed for them:

Example:

Today's Theme is Gratitude

- a. Your definition of gratitude and what are you most grateful for? (Seat work.)
  - b. Prayer of gratitude
  - c. Read pages 6-10.
  - d. Answer questions in partners (time to work together)
  - e. Restroom break
  - f. Gratitude flower- How many petals does your gratitude flower have? (Hands on activity.)  
Paint, draw or collage.
  - g. Group discussion- what did we learn about gratitude from our work today and how can we use it in our daily life?
4. If you have everyone in an assigned seat, beginning with an opening assignment either posted on the board or at their desk this will eliminate the need to begin every class by asking them to "settle down." The expectation to begin when students are seated is established. After they are engaged it is easy to transition to a group prayer, or discussion that requires them to listen and participate.
  5. Set a goal for a group prize that they can work for together. Students always want a "fun" day. Use this to your advantage. Because our religious ed. programs have limited meetings, and we don't want to give up much class time, establish a long-term goal for a class party or prize. Small goals reached up to that point are great incentives for younger kids-stickers, small toys, or a treat. Pre-teens and teens always want food! Be sure to check for allergies! Parents will often send in class treats if you ask!  
  
Ex. If each person completes their homework at least 3 out of 4 times this month, we will have popcorn while we watch each other perform our gratitude skits. Everyday can't be a "fun" day. Content must be covered to make sure that they have the knowledge to move forward in their faith.
  6. Dealing with behavior issues should be discreet, so as not to humiliate the child. Usually after class or during a designated break away from others. If a child is doing something that may harm him or herself, another child, or property, either ask your DRE for immediate help or contact the parent. If another child is harmed, the parent of that child should also be contacted.
  7. It's okay to say, "I don't know, but I will find out!" None of us know everything. It is better to find out the answer than to guess. Students appreciate honesty! It is okay to learn things together!



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