



# St. Patrick School

Academic Excellence, Christian Values

## Registration Form Check List 2016 – 2017

Today's Date \_\_\_\_\_

Name of Student: \_\_\_\_\_

Boy \_\_\_\_\_ Girl \_\_\_\_\_

Grade applying for: \_\_\_\_\_

Student's date of birth: \_\_\_\_\_

The following documentations have been submitted:

\_\_\_\_\_ Birth Certificate

\_\_\_\_\_ Health Records (Current Physical and Immunization Records)

\_\_\_\_\_ \$50 Registration fee (per family) [non-refundable]

\_\_\_\_\_ Report Card/Progress Report (for those applying for grades 1-8)

\_\_\_\_\_ IEP Plan [Individual Educational Plan] (*if necessary*)

\_\_\_\_\_ Copy of court documents granting custody to Guardian (*if necessary*)

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(Office Use Only)

Entrance Evaluation Date: \_\_\_\_\_ Evaluated By: \_\_\_\_\_

Registration Fee: \_\_\_\_\_ Accepted: Yes No Deposit Paid: \_\_\_\_\_



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## 2016 - 2017 Registration Form \*K1-Gr. 8

Child's Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Boy \_\_\_\_\_ Girl \_\_\_\_\_

Address: \_\_\_\_\_ Apt. # \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth \_\_\_\_\_

Name of school last attended: \_\_\_\_\_

Does child have an IEP (*Individual Educational Plan*)? \_\_\_\_\_

If yes, a copy of the IEP must be presented before a decision is made.

Mother's Name: \_\_\_\_\_ Mother's Birthplace \_\_\_\_\_

Mother's Address \_\_\_\_\_ Cell #: \_\_\_\_\_

Mother's Work#: \_\_\_\_\_ E-mail: \_\_\_\_\_

Occupation: \_\_\_\_\_

Father's Name: \_\_\_\_\_ Father's Birthplace \_\_\_\_\_

Father's Address \_\_\_\_\_ Cell# \_\_\_\_\_

Father's Work # \_\_\_\_\_ E-mail: \_\_\_\_\_

Occupation: \_\_\_\_\_

**Circle One:** Black - Cape Verdean - Haitian - West Indian - African - Asian -  
Hispanic Black - Hispanic White - Native American - White - Other \_\_\_\_\_  
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Child's Religion \_\_\_\_\_ Date & Place of Baptism \_\_\_\_\_  
(Catholic students only)

Mother's Religion \_\_\_\_\_ Father's Religion \_\_\_\_\_

Name of Church/Parish \_\_\_\_\_

Address of Church: \_\_\_\_\_

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**If you are NOT the Parent, but the child's Guardian**, please fill in the information below:  
Do you have legal custody of the child? \_\_\_\_\_ If YES, a court document must be presented.

Legal Guardian's Name: \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_



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## Agreement between Parents and Saint Patrick School

In registering my child for Saint Patrick School, I understand and agree to the following:

1. Saint Patrick School is a Catholic School and the beliefs and moral teachings of the Catholic Church are reflected in all studies.

Saint Patrick School admits children of all faiths; however, all students are expected to participate in daily Religion classes as well as class and school liturgies and prayer services. The entire student body participates in monthly school Masses as well as various prayer services and celebrations of the Sacrament of Reconciliation throughout the school year.

2. Saint Patrick School is not provided with any public money to pay for its operations.

Parents must make regular tuition payments and must pay for school supplies which the students need both at home and at school. (pencils, notebooks, etc.)

3. In order to meet operating budget, and keep tuition costs as low as possible, parents must support Fall and Spring Fundraising events by selling at least two [2] Chance Books for each event or donating the corresponding cost of the four [4] Chance Books (\$40).

4. Parents must see to it that students come dressed in the school uniform each day.

*Uniform information has been provided in this Enrollment Packet.*

5. The school day at Saint Patrick's is 7:30 a.m. to 2:20 p.m. Information regarding the Before and After School Programs will be given out the first week of school.

6. Saint Patrick School has a breakfast and a hot lunch program available through Federal funding. Parents must complete an eligibility form to see if they qualify for a free/reduced price.

7. Students coming to Saint Patrick School must obtain their own transportation. None is provided by the school. You may contact the Boston Public School Transportation Department at 617-635-9520 to see if transportation can be provided for your child/children.

8. No new students may be accepted to Saint Patrick School without a copy of a completed and most current Health Record.

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Signature of Parent/Guardian

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Date

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Signature of Parent/Guardian

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Date

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Name of Child

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Grade



# St. Patrick School

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## Statement for Choice of a Catholic School

At Saint Patrick School, we believe that:

Parents are the primary educators of their children. As a Catholic School we ask Parents to help us with the faith formation of their child/children. We encourage all families to attend weekly Mass/Religious Services and to practice Christian values in the home.

**Why have you decided to choose a Catholic School education for your child?**

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**How did you hear about St. Patrick School?**

If someone referred you, please list the family name below:

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Are you interested in learning about the Catholic Faith? \_\_\_\_\_

\_\_\_\_\_  
Name of Child

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Name of Parent/Guardian

\_\_\_\_\_  
Telephone Number



# St. Patrick School

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131 Mt. Pleasant Avenue  
Roxbury, MA 02119

Office: 617-427-3881

Fax: 617-427-4529

Principal: [mnanata@stpatsroxbury.org](mailto:mnanata@stpatsroxbury.org)

[www.saintpatsroxbury.org](http://www.saintpatsroxbury.org)

## Release of Records

Student Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Entering Grade: \_\_\_\_\_

Previous School: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

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*Attn: School Administrator,*

Please Send All Academic and Health Files for the above student to:

*(Include any Disciplinary Records)*

**Saint Patrick School**

**131 Mt. Pleasant Avenue**

**Roxbury, MA 02119**

Parent/Guardian Signature: \_\_\_\_\_



# St. Patrick School

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## After-School Program

Program Phone: 617-427-7567

### Program Goals:

To provide a place where students can learn and socialize in a well-organized flexible environment after school. To fulfill the need for after school care for children of working parents/guardians.

The After-School Program is organized and operated independently of Saint Patrick School, and the operation is totally dependent on program fees to meet staff salaries and to cover program expenses.

### Registration Begins

First week of school (usually the Wednesday after Labor Day)

### Program Begins

The first full week of school

### Hours of Operation

Monday through Friday - 2:30 to 5:30 p.m.

Hours correspond to the school calendar with the following exceptions:

NO extended day program on Faculty Meeting Days/Report Card Conferences and Teacher Professional Days

### After School Program Fees

Registration Fee: \$25 due with 1<sup>st</sup> payment (non-refundable)

Monthly Fee: **2016/2017 Rates TBD**

(Grades K2-6) (Grades K0 & K1)



# St. Patrick School

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## Uniform Policy

### Girls:

**Grades K1-5** girls wear a navy/hunter green plaid jumper and yellow blouse, navy blue knee socks or tights with **solid black** shoes. **Skirts must not be more than 1 ½ inches above the knee.**

**Grades 6-8** girls wear a solid navy blue skirt, white blouse and a **navy blue sweater vest** (*with shirttails tucked in at all times*). Navy blue knee socks or tights are worn with **solid black** shoes. **Skirts must not be more than 1/2 inch above the knee.**

### Girls in K1-Gr. 8:

From **November 1st to April 1<sup>st</sup>**, navy blue **dress slacks, blouse** (**yellow for K1-5; white for 6-8**) and **solid navy blue sweater vest** may be worn instead of the jumper. No jeans or jean look alike material. Please make sure that slacks are not too tight.

Girls may wear **only stud earrings or very small hoop earrings** (less than ½ inch diameter), but **no large jewelry of any kind is allowed.**

### Boys:

**K1 & K2** boys wear navy blue dress pants with a light blue polo shirt and **black shoes.**

**Grades 1-5** boys wear navy blue dress pants, black or navy blue **belt**, a white or light blue dress shirt (*shirt tails must be tucked in at all times*), a **solid navy blue tie** and **black shoes.**

**Grades 6-8** boys wear navy blue dress pants, black or navy blue **belt**, a white or light blue dress shirt (*shirt tails must be tucked in at all times*), a **solid navy blue sweater vest**, an appropriate tie of their choice, and **solid black shoes.**

**For boys in all grades NO earrings or any jewelry may be worn.** Boys should have a regular haircut with **no designs of any kind.** **Mohawks are not allowed.** Boys with longer hair need to have the hair neatly braided.

A solid, **hoodless**, solid navy blue sweater (**cardigan or pull over**) may also be worn with either the boys' or girls' uniform at any time.

### Gym Uniform for All Grades:

On Gym days (Wednesdays & Thursdays) students having gym that day wear solid navy blue sweat pants, a solid navy T-shirt, and the navy blue St. Patrick School sweatshirt. **No other color T-shirts with any kind of designs or logos are allowed.** All students wear sneakers on gym day.

**The uniform for all the Pre-Kindergarten (K0) students will be as follows:**

Navy blue sweat pants  
St. Patrick School navy blue T-shirt (either short or long sleeve)  
St. Patrick School navy blue sweatshirt  
**Sneakers with Velcro closure required for ALL Pre-K students**



# St. Patrick School

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## Payment Schedule for Returning Students or New Registrants 2016 - 2017

### A. Payment Schedule for Family Plan (grades 1-8)

<i>Date Due</i>	<i>1 child</i>	<i>2 children</i>	<i>3 children</i>	<i>4 children</i>
June 1, 2016	\$400	\$600	\$900	\$1,000
September 1, 2016	\$400	\$600	\$800	\$1,000
October 3, 2016	\$400	\$600	\$800	\$ 900
November 1, 2016	\$400	\$600	\$725	\$ 900
December 1, 2016	\$400	\$600	\$700	\$ 900
January 2, 2017	\$400	\$600	\$700	\$ 850
February 1, 2017	\$400	\$600	\$700	\$ 850
March 1, 2017	\$400	\$600	\$700	\$ 850
April 3, 2017	\$350	\$550	\$700	\$ 850
	\$3,550	\$5,350	\$6,725	\$8,100

### B. Payment Schedule for Kindergarten I & II Only:

	<i>1 child</i>	<i>2 children</i>
June 1, 2016	\$500	\$700
September 1, 2016	\$500	\$700
October 3, 2016	\$500	\$700
November 1, 2016	\$500	\$700
December 1, 2016	\$500	\$700
January 2, 2017	\$400	\$700
February 1, 2017	\$400	\$700
March 1, 2017	\$400	\$600
April 3, 2017	\$400	\$600
	\$4,100	\$6,100

### C. Payment Schedule for students in Grades 1-8 Plus 1 in Kindergarten

	<i>1 child + K</i>	<i>2 children + K</i>	<i>3 children + K</i>
June 1, 2016	\$900	\$1,100	\$1,200
September 1, 2016	\$900	\$1,100	\$1,200
October 3, 2016	\$875	\$1,000	\$1,200
November 1, 2016	\$800	\$1,000	\$1,200
December 1, 2016	\$800	\$1,000	\$1,200
January 2, 2017	\$800	\$1,000	\$1,200
February 1, 2017	\$800	\$1,000	\$1,200
March 1, 2017	\$800	\$1,000	\$1,100
April 3, 2017	\$800	\$1,000	\$1,000
	\$7,650	\$9,450	\$10,825





# St. Patrick School

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## Tuition Policy 2016-2017

- I. **Family Plan** for students in **grades 1-8**. Pre-K, K1 & K2 **are not eligible** (see below)

1 child	\$3,550
2 children	\$5,350
3 children	\$6,725
4 children	\$8,100

(To be eligible for the family plan, the students have to have 1 legally responsible adult or parent who bears the financial and emotional responsibility for the children. There can be no exceptions.)

- II. **KINDERGARTEN STUDENTS (Pre-K, K1 and K2):**

Pre-K, K1 & K2 students can **not be considered in the family plan**. Each K1 or K2 student's tuition is separate. The Pre-K, K1 and K2 classrooms have a Teacher's Aide which is why the cost is more.

Pre-K	\$5,200		
K1 & K2	\$4,100	2 children	\$6,100

- III. The \$10.00 fee per student, which we pay to the Archdiocesan School Office, **is included in your tuition cost** as well as all books and general supplies.
- IV. Tuition is based on the yearly cost of the school, not on a month to month basis of a student's attendance. Thus the *Refund Policy* (below) is fair to both the school's annual operating cost and a student who may choose or have to leave before the end of the school year.  
Tuition does not cover the total expense of the school. We receive over \$300,000 from generous benefactors that help keep our tuition low.
- V. The cost to operate our school in school year 2015/2016 (our last available figures) was \$1,600,000. With 160 students, it averaged out to about \$10,000 per student, far above the cost of your tuition.

(over)



# St. Patrick School

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## Returned Checks and Refund Policy

**Returned Checks:** Families whose tuition check is returned for any reason, **will be charged an additional \$30 for each returned check.** If more than one check is returned over the course of the year, the Tuition Office will only accept cash or money orders for all future payments.

**Refunds:** In the unusual event that a parent/guardian has to take a child out of St. Patrick's before the end of the year, the Tuition Refund Policy is as follows:

- **\$200 of the deposit per student is non-refundable**
- If a student leaves before the opening of school, all money is returned minus the \$200 non-refundable portion of the deposit.
- If a student leaves **before December 31, 2016**, the tuition due will be **\$500 for every month or part of a month** that the student was enrolled in St. Patrick's.
- For families with more than one child the full tuitions will be pro-rated.
- **After December 31, 2016, the entire year's tuition amount must be paid. NO refunds will apply.**

Each year the tuition is determined by balancing the cost of operating the school against projected income. Included in income, is all tuition, fund raising projects, rent, school tax levied on non-school parishes, donations from generous benefactors, monies raised by our School Advisory Board, the Catholic School Foundation, and the Archdiocese of Boston.

Everyone is expected to follow the Tuition Schedule (attached). If you want to make an alternative payment schedule, you may do so **only after the entire first payment has been paid.** Please call the School Office at 617-427-3881 to make special arrangements with Mrs. Shamim Clegg.

Receipts will be issued. If you have any questions you may visit or call the school office at 617-427-3881 on school days from 7:30 a.m. to 3:00 p.m.

**IMPORTANT:** Please make sure that your child's/children's name(s) and grade(s) are written on your checks to make sure that your account is properly credited. If you send cash, please make sure it is in a sealed envelope with your child's/children's name(s) and grade(s) printed clearly on the front of the envelope.