

St. Patrick's School

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CHRIST is the centre of all our endeavours.
Our aim is to provide an atmosphere where the
education of the whole person is promoted.

In the education process, we encourage

Good Character,

Academic, Artistic, Athletic Achievement

and Citizenship

REGISTRATION 2019/2020

New Registration Collection Date: March 4th 2019



ADMISSION POLICY TO CATHOLIC SCHOOLS
(as taken from the Catholic Independent Schools Vancouver Archdiocese (CISVA) Policy Manual)

All schools must have a process for admitting students. As part of this process the Pastor/Archbishop's Representative, the principal, and when practical, a member of the Parish Education Committee shall meet with each new family. Any difficulties arising out of the interview process shall be referred to the Pastor/Archbishop's Representative for resolution.

Families shall read and sign the Statement of Commitment prior to being accepted into a school. For purposes of this policy, "practising Catholics" shall mean those individuals who are registered in a parish and attend Sunday Mass regularly; "active in a parish" shall mean those who support the parish by using envelopes (no minimum amount specified) and participate in the work activities required of them.

ADMISSION FOR ELEMENTARY SCHOOLS:

Priorities for admittance into elementary schools shall be:

1. Children presently enrolled in St. Patrick's School if they and their families meet the expectations of the school.
2. Siblings of children already in St. Patrick's School, whose families are practising Catholics active in the parish.
3. Children whose families are practising Catholics active in the parish.
4. Siblings of children already in St. Patrick's School, whose families are practising Catholics active in other parishes.
5. Children whose families are practising Catholics coming into the parish, who have been attending Catholic school elsewhere.
6. Children whose families are practising Catholics active in other parishes.
7. Children whose families are either not practising Catholics or not active in their parishes.
8. Non-Catholics: Enrolment of more than 15% non-Catholics in any grade requires the approval of the Board of Directors. Once accepted into the school, non-Catholics need meet only the criteria expected of other students to be re-admitted in subsequent years. Siblings of non-Catholics cannot be given priority over Catholics.

July5/95

Dear Parents,

We appreciate your interest in St. Patrick's School. Enclosed you will find our school registration package for the 2019/2020 school year.

Parish schools within the archdiocese service the parish of which the school is a part of. Each year, the parish subsidizes the school financially to help balance the school's budget. Other ongoing needs of the school are met through fundraisers such as our school's annual Walk-a-thon and Trivia Night. As you will read in the "Family Statement of Commitment", your presence and support at these events is encouraged. It is essential that you be an active partner in your child(ren)'s education. The result will be a truly extraordinary school community.

Registration Fee Details/Schedule

Type of Fee	Purpose of Fee	Applicable	Amount	Payment Instructions	Due Date
Registration	A registration fee for every submitted re-registration is charged. This processing fee is non-refundable.	Per Family	\$90.00	Cash or cheque payable to St. Patrick's School	When application is handed in.
Fundraising	A tax receipt will be issued for this donation.	Per Family	\$50.00	Cash or cheque payable to St. Patrick's Parish	Any date between April 4 th to December 4 th 2019
Student Supply & Activity	This amount covers most activities in the classroom i.e.: field trips, gymnastics, sports, etc. Primary students (K-3): classroom supplies will be covered throughout the year by these fees. Intermediate students (4-7): most classroom supplies will be covered throughout the year but students will also have a supplemental classroom supply list to purchase.	Per Student	Gr. K-3 \$85.00 Gr. 4-7 \$75.00	Cash or cheque payable to St. Patrick's School	Any date between April 4 th to December 4 th 2019
Emergency Preparation	Used to maintain and replenish emergency supplies.	Per Student	\$10.00	Cash or cheque payable to St. Patrick's School	Any date between April 4 th to December 4 th 2019
Sacramental	Catholic students receiving 1 st Holy Communion, Confirmation & including Gr. 7's Spirit Day registration	Gr. 2 & 7 Catholic students only	Gr. 2 - \$25.00 Gr. 7 - \$75.00	Cash or cheque payable to St. Patrick's School	Any date between April 4 th to December 4 th 2019
Outdoor Education	The students attend a three day, two night retreat.	Gr. 7 students only	\$170.00	Cash or cheque payable to St. Patrick's School	Any date between April 4 th to December 4 th 2019

Highlighted fees can be combined into one cheque

TUITION FEE:

The table below summarizes the school’s monthly tuition fee schedule for the 2019/2020 school year: Your rate will be determined by the parish pastor.

2019 / 2020 TUITION

	Category 1 Active Parishioners from St. Patrick’s	Category 2 Active Parishioners from St. Luke’s & other Parishes	Category 3 Non-Active Catholic / Non- Catholic
One child (per month)	\$286.00	\$359.00	\$448.00
Two or more children (per month)	\$501.00	\$618.00	\$761.00

Category 1: Active Parishioners at St. Patrick’s

- i. Member of St. Patrick’s Parish
- ii. Authorized by Pastor to attend St. Patrick’s School

Category 2: Active Parishioners from St. Luke’s Parish & other Parishes

- i. Member of a Catholic Parish other than St. Patrick’s
- ii. Authorized by your own Pastor to attend St. Patrick’s School

Category 3: Non-Active Catholic or Non-Catholic

- i. Not a member of any Catholic parish; and/or may only attend masses on special occasions, whether one is baptized Catholic or not

For the purpose of admission to St. Patrick’s Parish School, your family is considered an active parishioner of your parish if you are:

- *Registered in your parish*
- *Regularly attend mass at your parish*
- *Use Sunday envelopes (no amount specified) at your parish on a regular basis*
- *Participate in the work activities required of you by your parish*

TUITION PAYMENT TERMS:

Ten cheques dated either the 4th or 20th day of each month, from Sept. to Dec. 2019 and Jan. to June 2020.

or

One cheque (monthly fee x 10) dated September 4th 2019.

or

Two cheques (monthly fee x 5) dated September 4th 2019 and February 4th 2020

These cheques are made payable to St. Patrick's School (Tuition Fees must be separate from all other fees, do not include the Activity & Supply Fees, or Emergency Preparedness Fees, etc. with the Tuition Fee).

PARENT PARTICIPATION PROGRAM:

Once your child(ren) has been admitted to the school, you will be required to participate in the various activities of the school. If you do not fulfil these requirements of participation, you will be charged \$100.00 per month. Parent participation cheques will be retained by the office until your child(ren) leave St. Patrick's School. Replacement parent participation cheques are required when needed, to maintain a yearly total of 10 cheques.

Ten, \$100.00, undated, signed cheques per family

To be held until the completion of education at St. Patrick's School.

NON-PARTICIPATION IN PARENT PARTICIPATION PROGRAM:

Any family choosing not to participate in the Parent Participation Program will be assessed an additional \$100.00 per month over and above the regular school fees as indicated on the tuition fee schedule.

INSUFFICIENT FUNDS:

Families will be levied a charge for any cheque that is returned to the school by the bank.

\$25.00 Per Cheque

It is CISVA policy that all outstanding financial commitments must be met before re-enrolment for the next school year is accepted.

FINANCIAL ASSISTANCE:

If your family is experiencing financial hardship, you should contact your pastor to discuss financial assistance in helping you meet your tuition payments. The pastor, on an individual basis, will determine assistance to needy families.

REQUIRED DOCUMENTS:

- Photocopy of your child(ren)'s Birth Certificate or Canadian Citizenship
- Photocopy of your child(ren)'s BC Service Card (M.S.P. #)
- Photocopy of your child(ren)'s Baptismal Certificate (Catholic only)
- Photocopy of your child(ren)'s last report card (not preschool)
- Proof of **both parent's** Canadian Citizenship
- Proof of Residency - Official Document showing name & residence (only utility bills can be accepted)

New Registration Only:

Upon receipt of your application and all documents, you will be contacted by the school office and a meeting with the principal will be arranged.

Upon acceptance, a letter will be sent to you. Your application will not be completed until all the fees have been received by the school. Do not issue fee payments until you have received the letter of acceptance.