

# SAINT KEVIN SCHOOL

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

e-mail: [stkevinschool@aol.com](mailto:stkevinschool@aol.com)

## APPLICATION FOR ADMISSION

Date: \_\_\_\_\_ Grade Applying for: \_\_\_\_\_

Kindergarten Full Day: \_\_\_\_\_

Applicant's Full Name: \_\_\_\_\_  
Last First Middle Initial

Home Address: \_\_\_\_\_  
City State Zip Code

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

School Presently Attending: \_\_\_\_\_

Mother's Name: \_\_\_\_\_  
Last First Occupation

Father's Name \_\_\_\_\_  
Last First Occupation

Telephone (Home): \_\_\_\_\_ Business: \_\_\_\_\_

Mother's Maiden Name: \_\_\_\_\_

Religion of Parents: Mother \_\_\_\_\_ Father: \_\_\_\_\_

Parish to which you belong: \_\_\_\_\_

Sacraments Child Has Received:

Baptism: \_\_\_\_\_  
Church Month Day Year

First Communion: \_\_\_\_\_  
Church Month Day Year

Social Security Number of Child: \_\_\_\_\_

Has your child ever been referred to an I.E.P.? \_\_\_\_\_  
Yes No

Address where your child will be transported to and from school if different from above:

\_\_\_\_\_ City State Zip Code

At various times, photographs are taken of our students, I/we give permission for my/our child's picture to be used for the newspaper and other materials for St. Kevin's School.

Signature of Parent(s) \_\_\_\_\_

**SAINT KEVIN SCHOOL**

**39 Cathedral Road**

**Warwick, RI 02889**

**e-mail: [stkevinschool@aolo.com](mailto:stkevinschool@aolo.com)**

**School web site: [www.saintkevinschool.org](http://www.saintkevinschool.org)**

**Registration Form**

**PLEASE COMPLETE THIS FOR EACH STUDENT**

**STUDENT INFORMATION**

**Grade in September:** \_\_\_\_\_ **Today's Date:** \_\_\_\_\_

**Student's Name:** \_\_\_\_\_  
**Last First Middle**

**Student's Social Security No. :** \_\_\_\_\_ **Sex: M** \_\_\_\_\_ **F** \_\_\_\_\_

**Address** \_\_\_\_\_  
**Street Apt. City State Zip Code**

**Telephone No:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_  
**City State**

**Parish To Which You Belong:** \_\_\_\_\_  
**City State**

**Baptism:** \_\_\_\_\_ **Church** \_\_\_\_\_  
**Date City State**

**1<sup>st</sup> Communion:** \_\_\_\_\_  
**Date Church City State**

**1<sup>st</sup> Penance: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**School Child Last Attended:** \_\_\_\_\_  
**City State**

**SPECIAL CIRCUMSTANCES REGARDING CUSTODY OR VISITATION PAPERS: Yes** \_\_\_ **No** \_\_\_

**\*\*A copy of the custody document MUST be submitted prior to the start of school.**

**Child Resides With: Both Parents** \_\_\_\_\_ **Mother** \_\_\_\_\_ **Father** \_\_\_\_\_ **Other** \_\_\_\_\_

**At various times, photographs are taken of our students. I/we give permission for my child's picture to be used for newspaper articles, etc.**

**Parent's Signature** \_\_\_\_\_

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**Registration Form**

**PLEASE COMPLETE ONE PER FAMILY  
PARENTAL INFORMATION**

**Father:** \_\_\_\_\_  
                    **Last**  **First**  **Middle**

**Address:** \_\_\_\_\_  
                    **Street**  **City**  **State**

**Home Telephone No.:** \_\_\_\_\_ **E-Mail Address:** \_\_\_\_\_

**Work Telephone No.:** \_\_\_\_\_ **Cell or Pager No.:** \_\_\_\_\_

**Place of Employment:** \_\_\_\_\_

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

**Religion:** \_\_\_\_\_ **Parish:** \_\_\_\_\_

**If St. Kevin – Budget No.:** \_\_\_\_\_

**Mother:** \_\_\_\_\_  
                    **Last**  **First**  **Middle**

**Address:** \_\_\_\_\_  
                    **Street**  **City**  **State**

**Home Telephone No.:** \_\_\_\_\_ **E-Mail Address:** \_\_\_\_\_

**Work Telephone No.:** \_\_\_\_\_ **Cell or Pager No.:** \_\_\_\_\_

**Place of Employment:** \_\_\_\_\_

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

**Religion:** \_\_\_\_\_ **Parish:** \_\_\_\_\_

**If St. Kevin – Budget No.:** \_\_\_\_\_

**Step-Parent (If applicable)**

**Name:** \_\_\_\_\_ **Occupation** \_\_\_\_\_

**Place of Employment:** \_\_\_\_\_ **Work Phone:** \_\_\_\_\_

**Please Give The Following Information: (Optional)**

\_\_\_\_\_ **Father deceased**      \_\_\_\_\_ **Mother deceased**      \_\_\_\_\_ **Parents Separated/Divorced**

**If parents are separated or divorced, to whom should additional correspondence be sent?**

**Name:** \_\_\_\_\_

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

**Home Telephone No.:** \_\_\_\_\_ **E-Mail Address:** \_\_\_\_\_

**Saint Kevin School**  
**Warwick, RI**  
**2015-2016 REGISTRATION FORM**  
**GRADES K - 8**

**Registration Date:** \_\_\_\_\_

The tuition for the school year 2015-2016 (Pending budget approval from the Diocese of Providence) follows:

**PARISHIONER RATES**

| <u>PLEASE PRINT</u> |                   | <u>YEAR</u>      |                |                      |
|---------------------|-------------------|------------------|----------------|----------------------|
| <u>LAST NAME</u>    | <u>FIRST NAME</u> | <u>2015-2016</u> | <u>TUITION</u> | <u>DATE OF BIRTH</u> |
| First Child _____   | _____             | Grade _____      | \$4410         | ____/____/____       |
| Second Child _____  | _____             | Grade _____      | \$4160         | ____/____/____       |
| Third Child _____   | _____             | Grade _____      | \$3900         | ____/____/____       |
| Fourth Child _____  | _____             | Grade _____      | \$3900         | ____/____/____       |

**NON-PARISHIONER RATES**

| <u>PLEASE PRINT</u> |                   | <u>YEAR</u>      |                |                      |
|---------------------|-------------------|------------------|----------------|----------------------|
| <u>LAST NAME</u>    | <u>FIRST NAME</u> | <u>2015-2016</u> | <u>TUITION</u> | <u>DATE OF BIRTH</u> |
| First Child _____   | _____             | Grade _____      | \$4800         | ____/____/____       |
| Second Child _____  | _____             | Grade _____      | \$4600         | ____/____/____       |
| Third Child _____   | _____             | Grade _____      | \$4300         | ____/____/____       |
| Fourth Child _____  | _____             | Grade _____      | \$4300         | ____/____/____       |

**PLEASE NOTE** that per pupil costs far exceed the tuition rates for each student. The actual per pupil cost is \$6800. You may make a tax deductible donation to the school based on the difference between the actual cost per pupil and the tuition fee.

**8-MONTH CLUB:** Because Saint Kevin School has not increased the tuition for the School Year 2015-2016, all families are required to participate in the 8-Month Club.

**Saint Kevin School**  
**Warwick, RI**  
**2015-2016 REGISTRATION FORM**  
**GRADES K - 8**

**Registration Date:** \_\_\_\_\_

The tuition for the school year 2015-2016 (Pending budget approval from the Diocese of Providence) follows:

**PARISHIONER RATES**

| <u>PLEASE PRINT</u> |                   | <u>YEAR</u>      |                |                      |
|---------------------|-------------------|------------------|----------------|----------------------|
| <u>LAST NAME</u>    | <u>FIRST NAME</u> | <u>2015-2016</u> | <u>TUITION</u> | <u>DATE OF BIRTH</u> |
| First Child _____   | _____             | Grade _____      | \$4410         | ____/____/____       |
| Second Child _____  | _____             | Grade _____      | \$4160         | ____/____/____       |
| Third Child _____   | _____             | Grade _____      | \$3900         | ____/____/____       |
| Fourth Child _____  | _____             | Grade _____      | \$3900         | ____/____/____       |

**NON-PARISHIONER RATES**

| <u>PLEASE PRINT</u> |                   | <u>YEAR</u>      |                |                      |
|---------------------|-------------------|------------------|----------------|----------------------|
| <u>LAST NAME</u>    | <u>FIRST NAME</u> | <u>2015-2016</u> | <u>TUITION</u> | <u>DATE OF BIRTH</u> |
| First Child _____   | _____             | Grade _____      | \$4800         | ____/____/____       |
| Second Child _____  | _____             | Grade _____      | \$4600         | ____/____/____       |
| Third Child _____   | _____             | Grade _____      | \$4300         | ____/____/____       |
| Fourth Child _____  | _____             | Grade _____      | \$4300         | ____/____/____       |

**PLEASE NOTE** that per pupil costs far exceed the tuition rates for each student. The actual per pupil cost is \$6800. You may make a tax deductible donation to the school based on the difference between the actual cost per pupil and the tuition fee.

**8-MONTH CLUB:** Because Saint Kevin School has not increased the tuition for the School Year 2015-2016, all families are required to participate in the 8-Month Club.

## Tuition Payment Information

Please indicate your payment option with an X.

**PAYMENT PLAN**

**PAYMENTS DUE**

Full Payment: \_\_\_\_\_

August 15, 2015

Semi-Annual: \_\_\_\_\_

August 15, 2015    January 15, 2016

Quarterly: \_\_\_\_\_

August 15, 2015    October 15, 2015    January 15, 2016    April 15, 2016

10 Monthly Payments: \_\_\_\_\_

Due on the 15<sup>th</sup> of each month starting August, 2015 to May, 2016

**All payments are billed on the first of each month and must arrive at the School Office by the 15<sup>th</sup> of each month.**

**PLEASE NOTE:** If you do not receive a monthly statement/invoice you are still required to make your monthly payment on time.

**TUITION ASSISTANCE:**

Receiving FACTS in the amount of:    \$ \_\_\_\_\_

Receiving tuition assistance from a Parish or other source:    Name \_\_\_\_\_    Amount \$ \_\_\_\_\_

**BOOK FEE:    \$70 per student.**

May be paid in one full payment or we will bill your account in 7 monthly installments from **October, 2015 to April, 2016.**

Paying Today:    \$ \_\_\_\_\_

Pay as invoiced: \_\_\_\_\_

**REGISTRATION: \$75 per Student - Max \$150 per Family**

**\*\*NOTE:** Registration cannot be processed without your payment.

**OFFICE USE ONLY**

Check No.: \_\_\_\_\_    Check Date: \_\_\_\_\_    Total Amount paid this date: \$ \_\_\_\_\_

Breakdown: Reg. Fee: \$ \_\_\_\_\_    Book Fee: \$ \_\_\_\_\_    Tuition Payment: \$ \_\_\_\_\_

**BINDING TUITION CONTRACT**

**I would like to reserve a place for my child (children) at Saint Kevin School for the 2015-2016 school year. It is understood that my child is enrolled for the school year and that I am liable for tuition and all other expenses incurred for the 2015-2016 school year.**

I/We do hereby enter into agreement with Saint Kevin School that I/We, the undersigned parent/guardian will comply with the school's rules and regulations and I/We accept those decisions made by the administration as stated below.

Parent/Guardian Responsible for Tuition: \_\_\_\_\_

Address: \_\_\_\_\_ P.O. Address: \_\_\_\_\_

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

Home Tel: ( ) \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_ ( ) \_\_\_\_\_

Send Tuition Statement to these Email Addresses: (1): \_\_\_\_\_ (2) \_\_\_\_\_

**Signature(s):** (1) \_\_\_\_\_ (2) \_\_\_\_\_

\*\*Another Person is making tuition payment and requires a monthly invoice: Name \_\_\_\_\_

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

Tel: ( ) \_\_\_\_\_ Email (Required): \_\_\_\_\_

**8-MONTH CLUB:** I/We agree to the required participation in Saint Kevin School **8-Month Club** for the School Year 2015-2016.

\*\*Signature(s): (1) \_\_\_\_\_ (2) \_\_\_\_\_

**FUNDRAISING:** I understand the need to fundraise and agree to abide by the terms set by Saint Kevin School.

\*\*Signature(s): (1) \_\_\_\_\_ (2) \_\_\_\_\_

**SCHOOL PHOTOGRAPHS:** At various times photographs are taken of our students. I/We give permission for my/our child/children's pictures to be used for the newspapers and for other materials associated with Saint Kevin School. The photographs become the exclusive property of Saint Kevin School and will not be used for any other purpose then intended as stated.

\*\*Signature(s): (1) \_\_\_\_\_ (2) \_\_\_\_\_

**SAINT KEVIN SCHOOL DELINQUENT TUITION POLICY**

When tuition payment is delinquent by 30 days, parent(s)/guardian(s) will receive a dated written notice requiring them to contact the school immediately. If contact fails and/or payment is not received within two weeks after date of notice, Saint Kevin School will contact the parent(s)/guardian(s) to arrange an appointment to determine a plan for payment of tuition. If a parent(s)/guardian(s) fail to show up at the scheduled appointment the student(s) will not be allowed to continue classes. The student(s) will not be allowed to return to class until their tuition account has been paid and brought up to date.

If a student(s) account goes into delinquency a third time during the school year the parents may be required to withdraw the student(s) from the school permanently. Should this action be required, written notice of the date of withdrawal will be sent to the parent(s)/guardian(s) by Saint Kevin School and delinquent accounts may be subject to legal action or handed over to a collection agency.

Providence, RI Diocesan policy prohibits Catholic Schools in the Diocese from registering students from other Catholic schools with delinquent accounts.

I/We have read the above and understand the policy:

**Signature(s) required:** (1) \_\_\_\_\_ (2) \_\_\_\_\_

# UNIFORM REQUIREMENTS

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Proper dress is part of the training that we are trying to impart to students. Following the dress code is part of that character that we believe is essential in a good Catholic education. We appreciate your cooperation in regard to uniform. Children's sweaters, school bags, etc. should be marked with the child's name. Additionally, parents should make sure that their children are wearing the correct uniform and that it is worn properly. Failure to do your part is embarrassing for your youngster, particularly if he/she is not attired properly. As the school year progresses, the older children particularly need to be reminded of the dress code.

Donnelly's (Cranston RI) is the uniform supplier for Saint Kevin School. Uniform images are available on Donnelly's website, [www.donnellysclothing.com](http://www.donnellysclothing.com)

## GIRLS SCHOOL UNIFORM

### Girls Pre-K

- Navy blue sweatpants or fleece shorts (with school logo) and light blue polo shirt (short or long sleeved depending on the weather with the school logo). A long sleeved sweatshirt with the school logo may be worn in cooler weather.

### Girls Grades K-4:

- Plaid box pleat jumper, white round collar blouse (short or long sleeved depending on the weather with school logo) and plaid criss-cross tie.
- Black or brown shoes, with navy blue or white crew socks that come over the ankle or tights. NO sport socks or stockings; knee socks are appropriate.
- An optional navy blue sweater with the school logo. Sweater choices are: v-neck pullover, v-neck vest and v-neck cardigan.

*Physical Education Uniform* – Navy blue sweatpants or fleece shorts (with school logo), light blue polo (short or long sleeved depending on the weather with school logo). A long sleeved sweatshirt with the school logo may be worn in cooler weather. Sneakers are worn on gym days with white socks. Sneakers can be a color other than black, but must be plain.

### Girls Grades 5-8:

- Plaid box pleat skirt (no more than 1 inch above the knee), white oxford blouse (short or long sleeved depending on the weather with school logo) and plaid criss-cross tie.
- Black or brown shoes, with navy blue or white crew socks that come over the ankle or tights. NO sport socks or stockings; knee socks are appropriate.
- An optional navy blue sweater with the school logo. Sweater choices are: v-neck pullover, v-neck vest and v-neck cardigan.
- Navy blue blazer to be worn on special occasions.

*Physical Education Uniform* – Navy blue sweatpants or fleece shorts (with school logo), light blue polo (short or long sleeved depending on the weather with school logo). A long sleeved sweatshirt with the school logo may be worn in cooler weather. Sneakers are worn on gym days with white socks. Sneakers can be a color other than black, but must be plain.

### Grades K-8, Cold Weather (December 1 – March 15th):

- Girls are allowed to wear khaki pleat front twill slacks with the above white blouse and belt.



## **BOYS SCHOOL UNIFORM**

### **Boys Pre-K**

- Navy blue sweatpants or fleece shorts (with school logo) and light blue polo shirt (short or long sleeved depending on the weather with the school logo). A long sleeved sweatshirt with the school logo may be worn in cooler weather.

### **Boys Grades K-8:**

- Khaki (flat or pleat front fit) pants with a black belt, white oxford button down shirt (short or long sleeved depending on the weather with the school logo) and plaid tie.
- Khaki (flat or pleat front fit) shorts may be worn until Columbus Day and after May 1.
- Black or brown socks, which come over the ankle, must be worn. **NO SPORT SOCKS.**
- Black or brown shoes that tie or loafers are acceptable.
- An optional navy blue sweater should have the school logo. Sweater choices are: v-neck pullover, v-neck vest and v-neck cardigan.
- *Grades 5-8 only:* Navy blue blazer to be worn on special occasions.

*Physical Education Uniform* – Navy blue sweatpants or fleece shorts (with school logo), light blue polo (short or long sleeved depending on the weather with school logo). A long sleeved sweatshirt with the school logo may be worn in cooler weather. Sneakers are worn on gym days with white socks. Sneakers can be a color other than black, but must be plain.

## **ALL GRADES ADDITIONAL REQUIREMENTS**

The principal reserves the right to determine if the students are in violation of any of the below additional requirements. Parents will be notified and appropriate action will need to be taken as determined by the principal.

**Grooming Requirements** Boys and girls are to be well groomed at all times. Hair must be neat, not appear unkempt, bushy or disheveled. It is expected that boys will have a traditional style cut. Long hair is unacceptable. Students are to avoid extremes in hair styles (either too long or too short), unnatural hair coloring and/ or other ornamental hair products. This includes carving lines or numbers and completely shaving one's head. Girls must also maintain their hair in styles that are appropriate for their age. Jewelry and earrings should be discreet and kept to a minimum. Girls may wear one earring in each lobe, no dangling earrings because they are a safety hazard at gym or playing outside. Boys are not allowed to wear earrings. Nails need to be neatly manicured; clear nail polish is acceptable. Make-up is not allowed.

**Casual / Dress Down Days** Occasionally students are given the opportunity to wear “everyday” clothes to school. These must be tidy in nature, with no holes. Shirts may not have any offensive sayings or logos on them, and tank tops are not allowed for boys or girls. Flip flops, crocs and the like are not acceptable as they pose a safety hazard. Shorts and skirts need to be of a modest length; short shorts or mini- skirts are not allowed. It is important to note that students are not required to participate in dress up or dress down days. If they choose not to participate, they can simply wear their uniform.

**Footwear** Respectable shoes are required for all grades. Black or brown shoes that tie or loafers are acceptable. Clogs, Crocs, or any other type of open back shoes and heels are not allowed. Sneakers are worn only on gym days. Sneakers can be a color other than black, but must be plain, preferably without black soles as they scuff the floors.