

SAINT KEVIN SCHOOL

www.saintkevinschool.org

e-mail: 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

School web site: 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

1st Communion: _____
Date Church City State

1st 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** _____

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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	____/____/____
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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 15th 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 15th 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

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

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.