

ST. LOUIS CATHOLIC SCHOOL

**610 Madrid – Phone (830) 931-3544
 Fax (830) 931-0155
 Castroville, Texas 78009**

Dear Parents:

Attached are the 2012-2013 Registration Forms for students at St. Louis Catholic School. These forms are to be returned to the school office during the designated registration times listed below:

- February 6 - 10 Registration for all children currently attending St. Louis; students and their siblings.
- February 13 - 17 Registration for all parishioners of St. Louis Church, new to the school.
- February 21 - 24 Registration for any non-parishioner; thereafter, on a first come, first serve basis.

Registration is complete when:

1. **Registration is paid in full or within three payments no later than June 1, 2012 and per the Archdiocese of San Antonio a tuition/registration contract is signed in the SLCS office.**
2. All forms have been filled out in their entirety and returned.
3. All fees must be paid in full as listed below.
4. Copies of the child’s birth certificate, baptism and health immunization records are turned in for all students new to the school.

**FEES FOR 2012-2013 ARE NON REFUNDABLE (TECHNOLOGY IS PRORATED)
 FEES ARE DUE BY JUNE 1, 2012 OR YOU WILL BE CHARGED A LATE FEE OF \$25
 TO THIS BALANCE.**

	NON REFUNDABLE FEES	
	Parishioner	Non Parishioner
Registration fee per child	\$100	\$125
School fee per child	\$150	\$175
Student insurance per child	\$10	\$10
Hope for the future per child	\$2	\$2
Book fee per child	\$25	\$25
P. T. C. fee per family	\$20	\$20
Technology fee per family	(Prorated) \$75	(Prorated) \$75
TOTALS	2 nd child \$287 \$382	2 nd child \$337 \$432
	REFUNDABLE	REFUNDABLE
Yearbook	\$25	\$25
Kinder Graduation	\$25	\$25
3 rd Grade 1 st Communion	\$25	\$25
5 th Grade Graduation	\$25	\$25

Forms and checks may be turned in at the school office between 7:45 a.m. & 3:30 p.m., Monday - Friday.

**Saint Louis Catholic School is an equal opportunity organization that provides
 access to persons without regard to race, national origin or gender.**

The availability of a class in each grade level (PK through 5th) and its subsequent size are dependent upon a minimum number of registrations per grade level being reached. **(15-1 ratio). Primary readiness testing is now available for students in 3K, 4K, and Kindergarten.**

A stewardship program has been implemented to help with our fundraising efforts. Stewardship is defined as “the practice of considering and treating all things, the earth and one’s own life (time, talent, and treasure) as belonging to God and oneself as the manager, or “steward”. 1 Peter 4:10 states that “As each one has received a gift, use it to serve one another as good stewards of God’s varied grace.”

This program requires each family to commit to twenty hours of service per year. These service hours can be fulfilled with either working 20 hours or donating \$20.00 per hour. By incorporating this program, some savings will be felt in a number of budget areas, as well as partnership established to combine time, talents, and treasure of parents, faculty, and staff in providing a solid Christian education for all.

STEWARDSHIP	Parishioner	Non Parishioner	Buyout — P	Buyout — NP
Family (20 hours)	\$20/hour	\$30/hour	\$400	\$600
Single (10 hours)	\$20/hour	\$30/hour	\$200	\$300

The registration fee is non-refundable and is not part of the 10-month tuition payment schedule.

A child must have reached the age of three on or before September 1st to be eligible for 3K (Pre-Kindergarten). A child must have reached the age of four on or before September 1st to be eligible for 4K (Pre-Kindergarten); age five on or before September 1st to be eligible for Kindergarten.

A child is eligible for admission into Grade 1 if he or she has reached the age of six on or before September 1st. There are no exceptions.

PRE-KINDER (3K AND 4K) 8:00 - 11:30 A.M.
 Parishioner \$315.00 (10 Payments) or \$3150/year
 Non-Parishioner \$335.00 (10 Payments) or \$3350/year

GRADES KINDER THRU 5TH 8:00 A.M. - 3:15 P.M.
 Parishioner \$315.00 (10 Payments) or \$3150/year
 Non-Parishioner \$335.00 (10 Payments) or \$3350/year

DISCOUNTS The first child pays full tuition. A \$25 per month reduction will apply for each additional child. **There will be a \$100 discount on your tuition for each new family that registers upon your referral.**

PARISHIONER: To be classified as a registered, contributing, participating parishioner the parish records should reflect a minimum monthly contribution of \$20.00. Payments must be made by using church envelopes or checks. Parishioners’ contribution patterns will be analyzed monthly to determine that the family is on pace to achieve at least the minimum annual contribution level. If not, the school account will be changed to the non-parishioner rate. Notification and updates will be quarterly as reported to SLCS by the parish.

We do offer lunches for (\$3.00 for 3K-2nd and \$3.25 for 3rd-5th). We ask that you please pay by check for lunches with the exact amount in a labeled envelope. Milk for lunch pupils is \$0.30.

St. Louis Catholic School

2012-2013 Extended Day Care Program

BEFORE & AFTER SCHOOL CARE is offered for students from 6:30 A.M. through 6:00 P.M. on school days for the convenience of working parents, or drop-in care for any of our parents needing a day for errands, etc. Students dropped off after 7:30 A.M. need not be enrolled in before school care. Prices reflect monthly charges which guarantee a student's place. (Non refundable). Snacks are provided in the p.m. care only. If students are not picked up on time, there is an additional charge of \$1.00 per minute late. Payments for before and after school care start on **August 1** (10 Payments) and are as follows:

PRE-KINDERGARTEN (3K AND 4K) \$1.25/hr Flat Rate (Any Portion of an hour)

ALL DAY 6:30 AM – 7:30 AM & 11:30 AM 6:00 PM	7.5 hours	<u>\$187.50 Per Month</u>
A.M. CARE OPTION #1 6:30 A.M.-7:30 A.M.	1 hour	<u>\$25.00 Per Month</u>
P.M. CARE ONLY 11:30 A.M.-6:00 P.M.	6.5 hours	<u>\$162.50 Per Month</u>
3K, 3K, CARE 11:30 A.M.-3:30 P.M.	4 hours	<u>\$100.00 Per Month</u>

GRADES KINDERGARTEN THRU 5TH \$2.50/hr Flat Rate (Any Portion of an hour)

ALL DAY 6:30-7:30 AM & 3:30-6:00 PM	3.5 hours	<u>\$175.00 Per Month</u>
A.M CARE OPTION #1 6:30 A.M. – 7:30 A.M.	1 hour	<u>\$50.00 Per Month</u>
P.M. CARE ONLY 3:30 P.M. – 6:00 P.M.	2.5 hours	<u>\$125.00 Per Month</u>

DROP-IN (Occasional) **RATES** are as follows: **\$3.00/hour (Any portion of an hour).**

PRE-KINDER (3K and 4K):

1 hour	\$3.00 for AM care 6:30 A.M.-7:30 A.M.
4 hours	\$12.00 for 11:30-3:30 P.M. or 3:30-6:00 P.M.
6.5 hours	\$19.50 for PM care 11:30 A.M. – 6:00 P.M.

KINDER, GRADES 1ST thru 5TH:

1 hour	\$3.00 for AM care for 6:30- A.M. – 7:30 A.M.
2.5 hours	\$7.50 for PM care 3:30 P.M. – 6:00 P.M.

INTERNET POLICY

Internet and related technologies by all employees, volunteers, and students, is set forth below. Access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action taken for any violations that are unethical and may constitute a criminal offense.

TECHNOLOGY APPROPRIATE USAGE POLICY ARCHDIOCESE OF SAN ANTONIO

“Technology is one of the most marvelous expressions of the human spirit in history; but it is not an unmixed blessing. It can enrich life immeasurably or make a tragedy of life. The choice is (yours), and education has a powerful role in shaping that choice. (National Council of Catholic Bishops, 1972, #33).”

St. Louis School is pleased to offer employees and students access to a computer for Internet access. To gain access to the Internet, all students must obtain parental permission as verified by the signatures on the attached form. Should a parent prefer that a student not have Internet access, use of the computers is still possible for more traditional purposes such as word processing, however, it will mean that in some instances the student will need to be removed from the computer lab while Internet instruction is going on.

What is possible?

Access to the Internet will enable students to explore thousands of libraries, databases, museums, and other repositories of information. Families should be aware that some material via the Internet may contain items that are illegal, defamatory, inaccurate, or potentially offensive. While the process of the school is to use the Internet resources for constructive educational goals, students may find way to access other materials. We believe that the benefits to students from access to the Internet in the form of information resources and opportunities for collaboration exceed the disadvantages. But ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. Therefore, we support and respect each family's rights to decide whether or not to apply for access.

What is expected?

Students are responsible for appropriate behavior on the Internet just as they are in a classroom or on a school playground. Communications on the Internet are often public in nature. General school rules for behavior and communications apply. It is expected that users will comply with school policy as referenced in the Parent/Student Handbook and the specific rules set forth below. The use of the internet is a privilege, not a right, and may be revoked if abused. The user is personally responsible for his/her actions in accessing and utilizing the school's computer resources. The students are advised never to access, keep, or send anything that they would not want their parents or teachers to see.

What are the rules?

Limited Access-Students may access only those Web sites to which, according to school policy, they have been given permission. They may also access Web sites that have been specified by the teacher for a specific class activity. If any student wanders outside of the boundaries of the site specified by the teacher or by school policy, this will be considered a severe clause infraction and entered into the discipline program. Consequences will include but are not limited to: Parental notification and the immediate suspension of Internet privileges for a period of no less than two weeks. If the behavior is repeated, Internet privileges will be suspended for the rest of the scholastic year.

Privacy – computer storage areas may be treated like school lockers. Administrators and or teachers may review activity to maintain system integrity and insure that employees and students are using the system responsibly.

Storage capacity – Employees and students are to store all materials as specified by the computer or classroom teacher.

Illegal copying – Students should never download or install any commercial software, shareware, or freeware onto a school computer unless they have written permission from the computer teacher. Nor should any students copy other people's work or intrude into other people's files.

Student Technology Guidelines

Inappropriate material or language – No profane, abusive or impolite language should be used to communicate nor should materials be accessed which are not in line with the rules of school behavior. A good rule to follow is never view, send, or access materials which you would not want your teachers or parents to see. Should students encounter such material by accident, they should report it to their teacher immediately.

Succinct Advice

These are the guidelines to follow to prevent the loss of computer/Internet privileges at St. Louis School.

1. Do not use a computer to harm other people or their work.
2. Do not damage the computer in any way.
3. Do not interfere with the operation of the computers by installing illegal software, shareware, or freeware.
4. Do not violate copyright laws.
5. Do not view or display offensive messages or pictures.
6. If you have a password, do not use it at home or give it to others to see.
7. Do not waste limited resources such as disk space or printing capacity.
8. Do not trespass into another's folders, work, files, or disk.
9. Do not access unauthorized sites.
10. Notify an adult immediately, if by accident, you encounter materials which violate the rules of appropriate use.



ST. LOUIS CATHOLIC SCHOOL

Parent Internet Permission Form & User Agreement

As a parent or guardian of a student at St. Louis School, I have read the attached information about the appropriate use of computers at the school and I understand this agreement will be kept of file at the School.

_____ My child may use the Internet while at school according to the rules outlined.

_____ I would prefer that my child not use the Internet while at school.

Parent Name(print) _____

Parent Signature _____

Date _____

1.1 Parents' Permission for the Publication of Student Work/Pictures

I understand that from time-to-time the school may wish to publish examples of student projects, photographs of students, and other work on an Internet accessible World Wide Web server. The student's name will be removed or blurred for his/her protection.

_____ My child's work can be published on the Internet

_____ My child's photograph can be published on the Internet

_____ I would prefer that my child's work not be published on the Internet

_____ I would prefer that my child's picture not be published on the Internet

Parent Name(print) _____

Parent Signature _____

Date _____

As a user of the School computer system, I agree to comply with the above stated rules and to use the network in a constructive manner.

Student Name(print) _____ Grade _____

Parent Name(print) _____

Parent Signature _____

PLEASE RETURN FORM BY FRIDAY, AUGUST 24, 2012

HEALTH QUESTIONNAIRE

12/13

Pupil: _____ Grade: _____ D.O.B. _____
Last First M.I.

PHYSICAL HISTORY: YEAR: _____

Parent/Guardian: _____
Last First M.I.

Street Address: _____

City/Zip: _____ Phone: _____

Father's Name: _____

Place/Employment: _____ Phone: _____

Mother's Name: _____ Phone: _____

Place/Employment: _____ Phone: _____

Physician: _____ Phone: _____

Hospital Preference: _____ Phone: _____

Dentist: _____ Phone: _____

- Accident – Serious _____
- Allergy*Drug/Other _____
- Asthma* _____
- Blood disorder _____
- Cardiac Disease/Problem _____
- Chicken Pox _____
- Congenital Deformity _____
- Diabetes _____
- Hearing Loss _____
- Hypertension _____
- Illness-Serious _____
- Neurological Disorder _____
- Scarlet Fever _____
- Otitis Media (Ear Infection) _____
- Rheumatic Fever _____
- Seizure Disorder (Epilepsy)** _____
- Surgery**-Serious _____
- TB Contact _____
- Urinary Problem _____
- Vision Loss _____
- Daily Medication _____
- INJURIES _____
- Head** _____
- Back** _____
- OTHER _____
- COMMENTS _____

MEDICATION POLICY

Only medication prescribed by a Physician or Dentist, dispensed by a Registered Pharmacist, and accompanied by the Medication Permission Form signed by the doctor and parent/guardian will be given during school hours.

ACKNOWLEDGEMENT OF TESTING PROGRAMS

Acknowledgment given this date _____, that my child _____ will have the opportunity to participate in the Health Program at _____ School, to include **Eyes, Ears, Scoliosis and Dental Screening, Tuberculin Test and General health Checks.** This acknowledgment continues in effect while the student is enrolled at this school.

Parent/Guardian Signataure: _____ Date: _____

* Please indicate and “M” for moderate or and “S” for severe.
 Details needed, please use **COMMENTS section.

ST. LOUIS CATHOLIC SCHOOL
STEWARDSHIP
12/13

The practice of considering and treating all things, the earth and one’s own life (time, talent, and treasure) as belonging to God, and oneself as the manager, or “steward.”

1 Peter 4:10 “As each one has received a gift, use it to serve one another as good stewards of God’s varied grace.”

In an effort to provide parents with a means of giving time and talents for the benefit of the school, and to work toward operating the school on a more balanced basis, our stewardship program will continue through the 2011-2012 school year. This program will require parents of each child to commit to twenty (20) hours of service per year (ten (10) hours of service per single parent family). These service hours need not be served within the school, but many can be done in your home. This program combines time and talents of parents, faculty and staff to provide a Christian education for all students.

This commitment form should be returned with your child’s registration packet.

The following are suggestions for areas of service:

- | | |
|--|--|
| *aide in classroom/library | *after school arts and craft activities |
| *aide for playground supervision | *carpentry |
| *summer painting/maintenance | *volunteer to substitute teach |
| *playground equipment maintenance | *office work |
| *yard work | *Very Important Parents (VIP’s) work at school/home |
| *proposal and grand writing | *hospitality (acknowledgments to the sick, receptions) |
| *electrical expertise | *after school tutoring |
| *plumbing expertise | *drive for field trips |
| *public relations | *Chair- PTC committees |
| *other areas of expertise—please specify below | |

STEWARDSHIP	Parishioner	Non Parishioner	Buyout — P	Buyout — NP
Family (20 hours)	\$20/hour	\$30/hour	\$400	\$600
Single (10 hours)	\$20/hour	\$30/hour	\$200	\$300

My commitment to St. Louis School (20 hrs per family) during the 2012-2013 school year will be in the area of:

Student’s Name _____ Grade _____

By May 15, 2012 any existing stewardship balance will be billed to your Student Check Out Form, unless prepaid.

Parent Signature _____

ST. LOUIS CATHOLIC SCHOOL

Extended Day Care

12/13

IN ORDER FOR US TO HAVE SOME IDEA OF PERSONNEL AND SPACE REQUIRED, PLEASE COMPLETE THE FOLLOWING **BEFORE & AFTER SCHOOL CARE FORM** AND RETURN IT WITH YOUR REGISTRATION FORMS.

STUDENT NAME _____

GRADE _____

I agree to the following options I have checked.

PARENT SIGNATURE _____

Prices reflect monthly charges which guarantee a student's place. Non refundable.
Snacks are provided in afternoon care only.

PRE-K (3K, 4K)

A.M. ONLY	\$25.00	6:30 A.M. – 7:30 A.M.	_____
EARLY P.M. CARE	\$100.00	11:30 A.M. – 3:30 P.M.	_____
P.M. ONLY	\$162.50	11:30 A.M. – 6:00 P.M.	_____
ALL DAY	\$187.50	6:30 A.M. – 8:00 A.M. & 11:30-6:00 P.M.	_____

KINDERGARTEN – 5TH

A.M. ONLY	\$50.00	6:30 A.M. – 7:30 A.M.	_____
P.M. ONLY	\$125.00	3:30 P.M. – 6:00 P.M.	_____
ALL DAY	\$175.00	6:30 A.M.– 8:00 A.M. & 3:30– 6:00 P.M.	_____

I WILL **NOT** NEED BEFORE/AFTER SCHOOL CARE SERVICES FOR MY CHILD _____

** (Students dropped off after 7:30 a.m. each morning will not be required to be enrolled in the Before/After School Care Program.)