



New Student Registration Packet

Welcome to our Saint Theresa School family! You have made a wonderful choice for your child's education. So that we can best serve your family it is necessary for you to provide some important information to our school office. Below is a checklist of items necessary for registration, as well as some questions regarding how you chose our school. For families registering for preschool, please select which session you prefer. Please complete the registration packet and return it to our school office. If you have any questions about the registration process please contact us at 717-774-7464 or send an email to stoffice@sainttheresaschool.org. Thank you!

God bless,
Mr. Matthew Shore

<u>Required documentation for registration(all grades):</u>	
<i>(Please bring copies of information with completed packet)</i>	
<input type="checkbox"/> Birth Certificate	<input type="checkbox"/> Baptismal certificate (even if St. Theresa)
<input type="checkbox"/> Immunization record	<input type="checkbox"/> Letter from your parish if other than Saint Theresa (for parish discount). <i>* See bottom of page 2 for further information.</i>

<u>How did you hear about St. Theresa School?</u>	
<i>(Please choose from options below or choose "Other" for further explanation)</i>	
<input type="checkbox"/> Member of St. Theresa Parish	<input type="checkbox"/> other families currently attending St. Theresa <i>(Referred by):</i> _____
<input type="checkbox"/> School website/Facebook	<input type="checkbox"/> advertising (billboards, newspaper, etc)
<input type="checkbox"/> Other (please explain) _____	

<u>Please complete the following questions if registering for Preschool:</u>	
Pre-School Session Preference: (You must provide your own transportation)	
Pre-4 (M-W-F) <input type="checkbox"/> 8:15-11:15 AM <input type="checkbox"/> 12:00- 3:00 PM	Pre-3 (Tu-Th) <input type="checkbox"/> 8:15-10:45 AM (starting January 2022/ 8:15-11:15AM) <input type="checkbox"/> 12:30- 3:00 PM (starting January 2022/12:00- 3:00PM)* <i>*Session depends on student enrollment</i>
Will you require extended day services? (Further information available from Little Saints Academy)	
<input type="checkbox"/> Yes <input type="checkbox"/> No	

Please read all of the information below **BEFORE** you complete your registration forms. It is important that you understand the commitment you are making through your registration.

Saint Theresa School Mission Statement:

Saint Theresa School empowers students to deepen their relationship with Jesus Christ and to strive for excellence in education in order to become 21st Century leaders!

We admit students without regard to race, color, sex and ethnic origin and administer all the rights, privileges, programs and activities generally accorded or made available to students in the school. It does not discriminate in administration of its policies.

Students who are able to benefit from the programs provided by Saint Theresa School shall be admitted on a space available basis with the following guidelines:

- Current school families
- Siblings of those students returning the following academic year
- Registered active members of Saint Theresa Parish
- Registered active members of another local Catholic parish
- Families who desire a Catholic and Christ-centered education

Registration Timeline and Fees:

Currently enrolled and new siblings of students currently enrolled:

November 16, 2020-January 24, 2021 Registration fee of \$100 for 1st child/\$50 each additional child

New students:

Open enrollment begins January 25, 2021 Registration fee of \$100 for 1st child/\$50 each additional child

The completed registration packet, including a non-refundable registration fee per student, will reserve a space for your child.

Financial assistance is available for families registered at Saint Theresa School and who meet the financial criteria set forth by the individual E.I.T.C. scholarship foundation. Saint Theresa School can also award additional financial aid from our own parish tuition assistance fund, The Marie Carr Scholarship Fund, when applicable. If you are interested in any available financial aid programs please contact the office. If you apply for any financial assistance scholarships we encourage you to apply for the Free and Reduced lunch program and make purchases using the Smart Money Scholarship program to support our school. If you are interested in becoming a tuition angel to provide financial assistance for needy families please contact the school office for further information.

Kindergarten and Preschool:

We offer full day kindergarten sessions only. Preschool morning and afternoon session preferences will be honored on a first registered (date received) basis. Please indicate on the **New Student Registration Form** (*front cover of this packet*) by checking either morning or afternoon. All preschool and kindergarten children must be potty-trained prior to the start of the school year. No “pull-ups” or training pants will be permitted. To enter kindergarten, children must be five years of age prior to October 1st. No exceptions or testing will be made regarding age requirements. Preschool children must be four years of age by October 1st to enter the Pre-4 year old program and be three years of age by October 1st to enter the Pre-3 year old program.

**If you are a member of a Catholic parish other than Saint Theresa, you are asked to provide a letter from your church office stating that you attend weekly mass and support your parish of choice. Members who indicate Saint Theresa as their parish will not be required to provide a letter however your enrollment and support of your church will be verified by our parish office.*

New Student Registration for Pre-School-8th grade

(Non-refundable registration fee of \$100 per student): Amount \$ _____ Check # _____

Parents/Guardians to whom correspondence should be sent:

(Name)

(Street) (City) (State) (Zip)

(Preferred phone #) (Preferred email)

(Resident of which public school district) Bus transportation required? (K-8th grade only): _____
am pm

Name of parish in which you are registered: _____
(Please provide letter from your parish if not Saint Theresa)

Student's Name: _____
(First) (Middle) (Last)

Grade in August 2021: _____ **Birth date:** _____ **Place of birth:** _____

Baptism: _____ **City:** _____ **Date of Baptism:** _____
(Name of Parish)

Father's Name: _____ **Religion:** _____

Occupation: _____ **Education level:** H.S., College, Advanced
(Please circle)

Mother's Name: _____ **Religion:** _____
(Maiden name)

Occupation: _____ **Education level:** H.S., College, Advanced
(Please circle)

Siblings: _____

Home situation: ___ Resides with both parents ___ Resides with one parent
___ Parents separated or divorced ___ Custody agreement between parents
(Please provide copy of agreement)
___ Restructured-Stepfather/mother ___ Language (other than English) spoken

I/We agree that our family will abide by the policies and procedures that may be adopted by the diocese or the school, particularly those set forth in the school's handbook. I/We have no financial obligations to Saint Theresa School or any other Catholic school which would include outstanding tuition, fees for the before/after school program, daycare or to the cafeteria at the time of registration.

(Date)

(Parent's signature)

(Date)

(Parent's signature)

Please complete this survey if your child is transferring from another school and is entering grades 1st -8th.

1. Previous school attended and reason for leaving:

2. Was your child suspended or expelled at any time from the previous school?

No Yes (If yes, please describe the incident(s) which led to the disciplinary action.)

3. Current letter or equivalent numerical grades reported from last marking period:

Math	A	B	C	D	F
Language Arts	A	B	C	D	F
Science	A	B	C	D	F
Social Studies	A	B	C	D	F

4. Is your child in advanced classes? If yes, please list: _____

5. Is your child in any support classes? If yes, please list: _____

6. Is your child experiencing any difficulties in a particular subject matter? If yes, please list:

7. What type of technology is available for homework purposes? _____

8. Briefly explain why you are seeking admission to Saint Theresa School for your child.

- Please note the acceptance of your child's registration is pending until we receive the academic and discipline records from your child's previous school. A probationary registration may be warranted depending upon records received from the former school. Additional placement and/or benchmark testing will be administered prior to your child's first day of school.***

(Date)

(Parent's signature)

(Date)

(Parent's signature)

Educational Services Review

Please answer the following questions to better assist us in the education of your child.

1. Has your child ever or are they currently participating in an early intervention program?
 Yes No

If yes, please explain which services were received and for how long: _____

2. Has your child ever received a M.D.E. (Multi Disciplinary Evaluation)?
 Yes No

3. Does your child have a current I.E.P. (Individual Education Plan) or I.F.S.P. (Individual Family Service Plan)?
 Yes No

4. Does your child receive any of the following services?

Speech Therapy Occupational Therapy

Physical Therapy T.S.S. (Therapeutic Staff Support)

5. Has your child ever undergone an Educational/Psychological Evaluation?
 Yes No

If yes, please explain: _____

6. Has your child ever participated in Resource Room/ Learning Support Services?
 Yes No

If yes, please list recommendations: _____

7. Has your child ever been screened for any learning disabilities?
 Yes No

If yes, please list disability and recommendations: _____

8. Has your child ever attended a special school or ever been enrolled in a special class?
 Yes No

If yes, please explain: _____

Educational Services Review, continued

9. Has your child ever repeated a grade? __Yes __No

If yes, please explain: _____

10. Do you have any concern that your child may have learning disabilities?

__Yes __No

If yes, please explain: _____

11. Does your child have any physical handicaps which may require accommodations for them to participate fully in class?

__Yes __No

If yes, please explain: _____

12. Has your child ever received counseling services? __Yes __No

If yes, please explain: _____

Statement

Parents are to provide to the school all relevant data on the child including complete transcripts, psychological evaluations, existing learning plans, discipline and attendance records, and other evaluative materials. Students are accepted on a probationary status only, pending review of materials and an evaluation of their performance at the school. The probationary period may extend throughout the school year. Permission is given for Saint Theresa School to contact my child's current and former schools for records and information regarding my child's academic achievement, discipline and social behavior and attendance record. By signing below, I attest that all information provided is complete and accurate.

(Date)

(Parent's Signature)

(Date)

(Parent's Signature)

HOME LANGUAGE SURVEY

The Office of Civil Rights (OCR) requires that school districts/charter schools/full day AVTS identify limited English proficient (LEP) students in order to provide appropriate language instructional programs for them. Pennsylvania has selected the Home Language Survey as the method for the identification.

School: Saint Theresa School, New Cumberland, PA

Date: _____

Student's Name: _____ **Grade:** _____

1. What is/was the student's first language? _____

2. Does the student speak a language(s) other than English?
(Do not include languages learned in school)

- No
- Yes

If yes, specify the language(s): _____

3. What language(s) is/are spoken in your home? _____

4. Has the student attended any United States school in any 3 years during his/her lifetime?

- No Yes

If yes, complete the following:

Name of School	Address, City, State	Dates Attended
_____	_____	_____
_____	_____	_____

Person completing this form (if other than parent/guardian): _____

Parent/Guardian signature: _____

Parent/Guardian signature: _____

CATHOLIC SCHOOL PARENTS
MEMORANDUM OF UNDERSTANDING

As a parent/guardian of a student in a Catholic School I understand and affirm the following:

1. The primary purpose of a Catholic school education is to form students in the values of Jesus Christ and the teaching of the Catholic Church.
2. Catholic schools are distinctive religious education institutions operated as programs of the Catholic Church; they are not private schools but are administered and supported by the sponsoring parish(es), and the diocese.
3. Attending a Catholic school is a privilege, not a right.
4. While academic excellence and involvement in extracurricular activity (i.e., sports, clubs, etc.) are important, fidelity to the Catholic identity of the school is the fundamental priority.
5. The school and its administration have the responsibility to ensure that Catholic values and moral integrity permeate every facet of the school's life and activity.
6. In all questions involving faith, morals, faith teaching, and Church law, the final determination rests with the diocesan bishop.

As a parent/guardian desiring to enroll my child in a Catholic school, I accept this memorandum of understanding. I pledge support for the Catholic identity and mission of this school and by enrolling my child I commit myself to uphold all the principles and policies that govern a Catholic school.

Father: _____
Printed

Mother: _____
Printed

Signature

Signature

(Guardian): _____
Printed

Signature

Student's Name _____

School: **Saint Theresa School**

Date: _____

**CERTIFICATION OF INDIVIDUAL REQUEST FOR LOAN
OF TEXTBOOKS AND INSTRUCTIONAL MATERIALS**

Pennsylvania State law (Acts 195/90/35) authorizes the loan of textbooks and educational instructional materials to children enrolled in non-public schools. Each year our school requests secular textbooks and educational materials from the Pennsylvania Department of Education to be provided to your children. The law requires that a parent of each child attending a non-public school, including preschool, individually request a loan of textbooks and instructional materials. We are therefore enclosing this individual request form. Please sign and date this form and return to school with the other registration forms requested.

I hereby request the loan of textbooks and other instructional materials in accordance with Pennsylvania Act 195/90/35 for my child attending Saint Theresa School.

Father's Printed Name

Mother's Printed Name

Father's Signature

Mother's Signature

Date

Date

This law is applicable to Pennsylvania residents only.

Saint Theresa School

1200 Bridge Street
New Cumberland, PA 17070
717-774-7464 (phone) 717-774-3154 (fax)
Email: stsoffice@sainttheresaschool.org

CONSENT FOR RELEASE OF INFORMATION

(Applicable to students entering grades 1st through 8th)

We, the parents or guardians of: _____
Student's name _____ Grade (current) _____

Grant our consent for: _____
Former school name _____

Former School address

to release information and school records from the above student's former school to the newly registered **Saint Theresa School**. It is our understanding that these records will be used for the purpose of planning an appropriate educational program and will not be released to any outside agency or person without permission.

The information released may include such educational, psychological, medical records and discipline records as requested by Saint Theresa School as indicated on the checklist at the bottom of this form.

(Parent/Guardian Signature)

(Parent/Guardian Signature)

(Date)

(Date)

- | | | | |
|-------------------------------------|-------------------------------------|-------------------------------------|------------------------------------|
| <input checked="" type="checkbox"/> | Academic Records | <input checked="" type="checkbox"/> | Notice of Recommended Assignment |
| <input checked="" type="checkbox"/> | Remedial Program Materials- Title 1 | <input checked="" type="checkbox"/> | IEP (Individual Education Program) |
| <input checked="" type="checkbox"/> | Health & Dental Records | <input checked="" type="checkbox"/> | Speech |
| <input checked="" type="checkbox"/> | Psychological Records | <input checked="" type="checkbox"/> | Learning Support |
| <input checked="" type="checkbox"/> | Discipline Records | <input checked="" type="checkbox"/> | Life Skills Support |

Section 1305 of the Safe Schools Act, states that "a certified copy of the student's disciplinary record shall be transferred to the school entity to which the pupil has transferred."

Please forward all requested records within ten days of receipt of this form.

Faxed/mailed request to former school on: _____

