

St. Patrick School and ECC/EDP
Registration Information 2020 - 2021
Return to School by 3/23/20

Please Print

Parent/Guardians: _____ Today's Date _____

Primary Street Address: _____

City: _____ Zip code: _____

Student lives with Both Parents/Guardians Mom Dad Other: _____

Mom/Guardian Email: _____ Mom/Guardian Phone #: _____

Dad/Guardian Email: _____ Dad/Guardian Phone #: _____

Required for Registration 2020-2021:

New Families: You will be given access to **Sycamore Education**, our school database system, once the registration paperwork has been received. You'll receive login credentials and will be required to update all of your Family / Student / and Communication Information in Sycamore Education.

Current 2019-20 Families: All fees must be current before you are eligible to enroll for the upcoming school year. Any fees paid will be applied to your prior balance first. You are responsible to update your Family / Student / and Communication Information in our school database, Sycamore Education, <https://app.sycamoreschool.com>

Check All that apply:

All Families

- I understand that I will need to update my family / student / and communication information in Sycamore Education as part of the St. Patrick School Enrollment Process.
- We are registered members of St. Patrick Parish and have a tithing history of 6 months or more.
- As tithing members of St. Patrick, we are signed up for online giving.

K-8 Families

- We are a current tuition family and understand that our Smart Tuition Account will automatically be rolled over for the 2020-2021 school year.
- We are a new tuition family and understand that we are required to set up an account with Smart Tuition. The first tuition payment will be withdrawn in August 2020. To avoid penalties, we understand our Smart Tuition account must be set up no later than July 1, 2020 for the August withdrawal.

All Families:

Student's Name (Nickname if applicable)	Grade in 20 - 21	Birthdate
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

For School Office Use Only	Amount	Type	Date	Rec'd By
Registration Fee (See attached Fee Schedule)	_____	_____	_____	_____
Beverage Fee (\$50 per student)	_____	_____	_____	_____
PTO Fee (\$30 Per family, payable to PTO)	_____	_____	_____	_____
Other:	_____	_____	_____	_____

Notes: _____

*** Questions regarding 2020-2021 Registration? Contact us:**

School

Tonie Eads TEads@StPatrickKC.com 816-453-0971 x110
Lisa Angotti LAngotti@StPatrickKC.com 816-453-0971 x114

ECC/EDP

Lilly Winkeljohn LWinkeljohn@StPatrickKC.com 816-453-0971 x119

Student/s Name/s (please print) _____

**THE DIOCESE OF KANSAS CITY-ST. JOSEPH
ST. PATRICK SCHOOL/ECC/EDP**

● **A FAMILY COVENANT**

This Covenant agreement represents our commitment to collaborate with the work of the Catholic school in the spiritual formation of our children. As the first teachers of our children in faith, we hereby accept responsibility to support Church teaching in the school, and see that our children attend and participate in church services every week.

For Catholics this Covenant is an agreement to participate in the Holy Sacrifice of the Mass, on all Sundays (Weekends) and Holy Days.

For non-Catholics this Covenant is an agreement to attend weekly church services in your denomination.

We acknowledge that the teachers are also pledged to this Catholic/Christian commitment. Because the partnership of parents and teachers in the formation of children is so important, we accept the family covenant for church attendance as a way of honoring the third commandment, as an extension of our baptismal vows, and as essential for the spiritual formation of our children.

Signature of Parent/Guardian _____ Date _____

● **ST. PATRICK SCHOOL/ECC FAMILY HANDBOOK**

As parent/guardian of a student that attends St. Patrick School, I agree to read an online copy of the Family Handbook, discuss its contents with my student/s, and abide by the policies of the school.

Signature of Parent/Guardian _____ Date _____

● **FUNDRAISING COMMITMENT**

I also understand that each family commits to sell/solicit a minimum of \$400 in fundraising items. Families can buy out of the fundraising for \$500 due with final registration by August 3, 2020. Each family also attempts to sell/buy a minimum of \$200 per month in scrip gift cards per school year.

Signature of Parent/Guardian _____ Date _____

● **PARENT VOLUNTEER REQUIREMENTS**

I agree to attend a "Protecting God's Children" workshop and provide a copy of my certificate to the school/ECC office. For a list of available classes visit: www.kcsj catholic.org At the bottom of this page select: Offices / Child and Youth Protection / Training / Virtus Protecting God's Children for Adults / Click to register for upcoming workshops.

Please contact our Safe Environment Coordinator, Mrs. Becky Orr, at 816-453-0971 x123 for assistance.

NOTE: If you have already complied w/ VOLUNTEER REQUIREMENTS, only your signature is needed.

Signature of Parent/Guardian _____ Date _____

**THE DIOCESE OF KANSAS CITY-ST. JOSEPH
ST. PATRICK SCHOOL/ECC/EDP**

● **PHOTOGRAPHS / RECORDINGS**

PARENT/GUARDIAN CONSENT FOR USE OF PHOTOGRAPHS & SIMILAR RECORDINGS

I hereby grant permission to Saint Patrick School for my child to be included in photographs, images, videos, social media and other recordings (collectively, "photographs") made in connection with the school, center, parish, or diocese. I also grant the right to use, publish, exhibit or distribute such photographs for purposes of advertising, promoting or marketing the school, parish, center, and diocese. I understand that I have no copyright interest in such photographs, and that the school need not obtain any further approval from me to use the photographs.

Signature of Parent/Guardian _____ **Date**_____

● **INTERNET / TECHNOLOGY ACCESS**

I hereby grant permission for my son/daughter to have access to technology at school, including the Internet, provided there is authorized adult supervision. (The complete technology use policy is available on the school website at www.stpatrickkc.com.)

Signature of Parent/Guardian _____ **Date**_____

● **ELECTRONIC CONTACT WITH MINORS**

All Saint Patrick School employees are prohibited from initiating or responding to phone calls, texts, social media, or other electronic communications to/from a student. Students in grades 4 – 8 may use the parent approved school email account to submit essays and projects to teachers via the teacher's school email account.

Employees are not allowed to befriend a student on Facebook (or other social media), and are discouraged from sharing personal information with parents/guardians of students on social media websites.

In all matters, teachers and school staff will only communicate with parents/guardians of our students. This policy is intended to help ensure the safety and security of all of our students and employees.

Your signature below will indicate your knowledge and respect for the above policy.

Signature of Parent/Guardian _____ **Date**_____

Registration and Financial Requirements (K-8)

1. Pay Registration Fees (Fee Schedule listed below).
2. Return completed Registration Form, Scholarship Application, Family Covenant Form, along with \$200 non-refundable, Registration Deposit fee to the school office by Monday, March 23, 2020.
3. **Tithing families** - Must be registered, active parishioners with a tithing history of 6 months or more. Tithing families must register for online giving. Once registered, print off registration confirmation email and return with your registration documents. Tithing should be at least 7% of family income. You can register for online giving at: <https://www.shelbygiving.com/app/giving/stpatrickkcmo>.

- **OR** -

Tuition families - must register for online tuition payments at www.enrollwithsmart.com Please print off enrollment confirmation and return with registration paperwork.

What is the “Registration Deposit Fee”? This deposit of **\$200 per family** is a flat fee to be paid and submitted with your registration paperwork by March 23, 2020 to secure your place for next year. This is a flat fee PER FAMILY that is non-refundable as are all registration fees. Your registration balance will depend on the number of K - 8 students that you have enrolled at St. Patrick.

2020-2021 Fee Schedule

Registration Opens (forms will be sent home with youngest student K-7):	February 24, 2020	1 child	2 children	3 or more children
Registration Deposit & Paperwork Due:	March 23, 2020	\$200.00 Per Family	\$200.00 Per Family	\$200.00 Per Family
Registration Balance for 2020-2021 Due:	August 3, 2020	\$800	\$1,300	\$1,800

★Monday, March 23, 2020

Paperwork & Fees Due to the School Office at this time:

- Completed Registration Form
- Scholarship Application
- Family Covenant Form
- A \$200 deposit, per family, is due along with the registration paperwork.

★Monday, August 3, 2020

Balance of Registration Fees are due at this time.

2020-2021 Tuition Fees per year:

1 child	2 children	3 or more children
\$4,900	\$8,000	\$9,700

Frequently Asked Questions (K-8):

1. **Is there a benefit if I pay in full?** Yes! Anyone who chooses to pay the Registration & Family Fees **in full by March 23, 2020** will receive a **\$200 discount** on the total registration fees.

2. **What is NOT included in our Registration Fees?**

We do have other **mandatory fees** that are not included in our "Registration Fees" or "Final Family" Fees:

- \$30.00 - PTO Fee - Pay separate from Registration / Beverage Fee
- \$50.00 Beverage Fee per child. May be included with Registration Fee
- Field Trips (as needed)
- School Supplies (list available in June 2020)
- Uniforms (as needed)
- Fundraising Commitment
- Before and/or After School Care (If needed).

We also have other **optional fees** that vary and are not included in our "Registration" or "Final Family" Fees :

- Hot Lunch
- Yearbook
- Clubs
- Sports
- Spirit Wear

Exchange of Custody for EDP and after school activities

We understand that there could be an emergency in which you might have to leave your child at school past the 3:15 PM pick up time, after clubs or sport hours. In order for the school personnel to leave students with the Extended Day Program (EDP) staff, we must be sure we have a proper "exchange of custody" between you, the school, and EDP. To satisfy this requirement, we will need you to sign the agreements for drop in care and fill out an updated emergency contact sheet each year.

If your child has a situation in which they need EDP after school, practice, or a club, the drip in fee will be \$15 each incident. If a child exceeds dripping in more than 5 times, a \$75 registration fee will be incurred and the drop in fee will change to \$10 per day.

Ms. Shannon Kirkland, EDP Coordinator and Ms. Jill Nolan are the EDP teachers. If your child needs care, they will be signed in by the club coordinator or coach and then you must sign them out when you pick up. EDP is located in Room 4 of the ECC. Fees will be billed at the end of the month and prompt payment is due the 1st Monday of the month, or the same day you pick up from the EDP.

Student's Name: _____ Grade: _____

My child may be placed in the care of the St. Patrick Extended Day Program in the event of an emergency. The teachers/coaches/coordinators of the school will sign them in and I, the parent, will sign them out when we pick up. I understand that there are fees incurred in this event. I understand the EDP closes at 6:00 PM and I will be charged \$5 for every 5 minutes I am late in addition to the \$15 charge for drop in care.

Parent's Name: _____ Parent's Signature: _____

Date Signed: _____

3. Can I pay these fees online?

We ask that the Registration/Family Fees are paid by check or cash at this time. While we do have online giving set up and encouraged for our tithing families to use, we do not have a means of tracking "Registration/Family Fees" through online giving at this time.






However, online giving is really the way to go when it comes to paying your tithe! It ensures your tithe comes out every month, even if you have to miss mass due to illness or other family emergency, and keeps you from getting behind. <https://www.shelbygiving.com/g3/lo/>.

For our K-8 tuition families, Smart Tuition is the best way to go. This allows you to pay online without the hassle of having to think about it every month. You can set up your tuition payments to come directly out of your bank account. www.enrollwithsmart.com

St. Patrick School ***Challenge. Inspire. Empower. Serve.***

Contact us at Info@StPatrickKC.com / 816-453-0971

Pastor	Fr. Matthew Brumleve x220 FrMBrumleve@stpatrickkc.com
St. Patrick School Principal	Ms. Kaci Monaghan x111 KMonaghan@StPatrickKC.com
Finance Coordinator	Mrs. Robin Lamb x219 LambRobin@Rocketmail.com
School Office	Mrs. Tonie Eads x110 TEads@StPatrickKC.com
School Office	Mrs. Lisa Angotti x114 (7:30 - Noon) LAngotti@StPatrickKC.com
ECC Director Before & After School Care	Ms. Lilly Winkeljohn x116 LWinkeljohn@StPatrickKC.com

	app.sycamoreschool.com/index.php?schoolid=1065 School Calendar / Class News / Student Grades and more!
	www.facebook.com/StPatrickKC
	www.instagram.com/st.patrickkc
	www.twitter.com/@StPatrickKc
	http://stpatrickkc.com / Stewardship / Treasure / Online Giving

2020-2021 ECC Registration and Financial Requirements (3-5 years)

1. Pay Registration Fees (Fee Schedule listed below).
2. Return completed Registration Form along with \$125 non-refundable Registration fee to the ECC office by Monday, March 23, 2020.
3. Mornings only Monthly fees are due on the 1st of each month (Mornings only Payment Agreement listed below).
4. Full day Weekly fees are due each Monday (Full day Payment Agreement listed below).

What does the "Registration Fee" Cover? This deposit of **\$125 per student (\$100 per student for active tithing members*)** is a flat fee to be paid and submitted with your registration paperwork by March 23, 2020 to secure your place for next year. This is a flat fee PER STUDENT that is non-refundable and is used to cover supplies, wipes, and other necessary consumable items that are provided by our center.

Fee Schedule	First Child	Ea. Additional Child
Full Day Program: Ages 3-5 years old (Full time - 5 days per week)	\$196.00 per week	\$176.00 per week
Ages 3-5 years old (Part time - less than 5 days per week)	\$48.00 per day	\$43.00 per day
Morning only Program: 7:50 AM to 11:50 AM Ages 3-5 years old (5 days per week)	\$350.00 per month	\$315.00 per month
Ages 3-5 years old (3 days per week)	\$230.00 per month	\$207.00 per month
Ages 3-5 years old (2 days per week)	\$170.00 per month	153.00 per month

Program Registration

Full Day

- 5 days per week
- 3 days per week-circle M T W Th F
- 2 days per week-circle M T W Th F

Morning Program

- 5 days per week
- 3 days per week-circle M T W Th F
- 2 days per week-circle M T W Th F

- *Active Tithing member of St. Patrick-a six month consecutive active tithing record at St. Patrick Church
- Catholic attending another parish-active per verification of parish
- Non Catholic

Reg. fee: _____ Amount pd: _____ cash or check #: _____ Balance due: _____

Outstanding balance: _____ Payment Arrangement: _____

2020-2021 (3-5 yrs) Mornings only Payment Agreement

1. A yearly non-refundable registration fee of \$125.00 per child is due upon enrollment.
2. Monthly fees are due on the 1st of each month. August - April.
3. Payments can be made by check, cash, money order or by auto bill pay through your bank.
4. An insufficient fund check will result in a \$25 fee charged to your account. If the check is returned twice, payment must then be made by cash or money order.
5. You are responsible for paying the monthly fee regardless of any absences, holidays, vacations, or snow days.
6. If your monthly fee is 30 days past due, your child will not be allowed to return to the center until your account is brought up to date.
7. A 2 week written notice is to be given to the ECC Director to inform the center of the withdrawal of your child from the program.
8. Pick up time is 11:50 AM. A late fee of \$5.00 will be charged for every 5 minutes beginning at 12:00 PM.

2020-2021 (3-5 yrs) Full Day Payment Agreement

1. A yearly non-refundable registration fee of \$125.00 per child is due upon enrollment.
2. Weekly fees are due each Monday. All other arrangements must be arranged with the ECC Director.
3. Payments can be made by check, cash, money order or by auto bill pay through your bank.
4. An insufficient fund check will result in a \$25 fee charged to your account. If the check is returned twice, payment must then be made by cash or money order.
5. You are responsible for paying the weekly fee regardless of any absences, holidays, or vacations with the following exceptions as required by the superintendent of the KC-St. Joseph Catholic Schools. All schools and early childhood centers are to be **closed for 2 Professional Development Days during the year**. The ECC will be closed for Christmas Break: **December 21-January 4**. No fee is charged for the weeks of the 21st and 28th. Since our ECC operates from August-May, no vacation credits will be given.
6. The ECC will close for snow days when St. Patrick School closes. A snow day credit will be issued if the snow day occurs on your child’s regularly scheduled attendance day. This only applies to those enrolled in the full day program. A maximum of 4 days is allowed.
7. If your weekly fees are 2 weeks past due, your child will not be allowed to return to the center until your account is brought up to date.
8. Pick up time is no later than 6:00 PM. You will be charged \$5 for every 5 minutes you are late. Excessive late pick-ups (more than 1 per week) will be a cause for removal from the program.
9. A 2 week written notice is to be given to the ECC Director to inform the center of the withdrawal of your child from the program.

Statement of Acknowledgement

I acknowledge receipt of the Payment Agreement for the 2020-2021 school year. I have read it and agree to its terms.

Student’s Name: _____ Parent’s Signature: _____

Date Signed: _____

ST. PATRICK STUDENT EMERGENCY CONTACT FORM
(all families)

PLEASE PRINT LEGIBLY

Child's Name: _____ Date of Birth: _____

Address: _____
Street City State Zip

Phone Number: _____

Mother's Name: _____

Address (if different from Child's) _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ E-mail address: _____

Employer: _____ Hours of Employment: _____ to _____

Father's Name: _____

Address (if different from Child's) _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ E-mail address: _____

Employer: _____ Hours of Employment: _____ to _____

EMERGENCY CONTACTS OTHER THAN PARENT OR DOCTOR

1. Name: _____ Relationship to child: _____

Cell Phone: _____ Alternate Phone: _____

2. Name: _____ Relationship to child: _____

Cell Phone: _____ Alternate Phone: _____

3. Name: _____ Relationship to child: _____

Cell Phone: _____ Alternate Phone: _____

PERSON(S) AUTHORIZED TO PICK UP (other than Parent or Emergency Contacts)

Name: _____ Name: _____

Name: _____ Name: _____

Name: _____ Name: _____

Child's Name: _____ Date of Birth: _____

AUTHORIZATION FOR EMERGENCY MEDICAL CARE

I understand that I will be notified at once in the case of an accident or illness to my child and I will make arrangements for medical care for my child with the physician or hospital of my choice.

If I cannot be reached to make necessary arrangements or in a critical emergency requiring medical care, I hereby authorize:

St. Patrick School/ECC/EDP
Center/School Name

To contact 911 for emergency medical treatment of my child, my preferred hospital(s) are:

Hospital: _____

Address: _____ Phone: _____

Hospital: _____

Address: _____ Phone: _____

CHILD'S HEALTH HISTORY AND CURRENT HEALTH PROBLEMS

List any allergies, special medical conditions, including chronic health problems, special medications and/or restrictions:

Parent/Legal Guardian Signature: _____

Date: _____