



St. Patrick School

A Community Committed to Faith and Excellence

ADMISSIONS PROCEDURES

We welcome your interest in our school. We have outlined our admissions procedures below, but please feel free to contact us if you would like additional information.

ACCEPTANCE PRIORITY ~ APPLIES TO EACH APPLICANT ~

APPLICANTS FOR NEW ENROLLMENT HAVE PRIORITY ACCORDING TO THE FOLLOWING:

1. Children of families currently enrolled
2. Established Parishioner
 - An established parishioner is one who is registered in the parish and has been a participating parish member for at least one year
 - A participating parish member is one who attends Sunday mass regularly, contributes using envelopes or checks, and participates in the life of the parish.
3. Catholic, Non-Parishioner
4. Children of families who practice other faiths

When space is available, students are assessed for the following reasons:

1. To determine the level of their basic skills
2. To ascertain the appropriate grade level for their success

If a student is found to be deficient in particular skill areas, one or both of the following may be required as a condition of acceptance:

1. Tutoring (Summer and/or during the school year). Follow up will consist of:
 - Written verification of summer school attendance and/or tutoring
 - Reassessment
2. Entering at a recommended grade level which would accommodate the social and academic needs of the child.

All new students are accepted on a probationary basis for one school year. This time is designed to ensure proper adjustment both socially and academically to our school environment and curriculum. If social or academic problems arise during this time, a student may be asked to withdraw from St. Patrick School.

If a student has a particular need that cannot be met at St. Patrick School, it may be recommended that the child be referred to a school where his/her needs can be met.

NON-DISCRIMINATION POLICY

St. Patrick School, mindful of its mission to be witness to the love of Christ for all, admits students of any race, color, and national and/or ethnic origin to all the rights, privileges, programs, and activities generally accorded to or made available to students at this school. St. Patrick School does not discriminate on the basis of race, color, national and/or ethnic origin, age, sex, or disability in the administration of educational policies, admission policies, scholarship, loan programs, and athletic and other school-administered programs.

APPLICATION PROCESS

VISIT OUR SCHOOL

- Contact Principal Linda Kinkade, to schedule a tour.
- Call **924-0501 extension 11** or email: l_kinkade@stpatricksmarin.org

OBTAIN AND COMPLETE AN APPLICATION

- Application forms can be downloaded from the website www.stpatricksmarin.org. Additionally, forms are available from the School Office.

TURN IN YOUR COMPLETED FORMS

If you are applying for grades 1-8 we will notify you of acceptance after:

- All forms have been received,
- Completion of a shadow day at school where your child will meet and be assessed by our Learning Specialist, and
- Recommendations from your child's former school have been received (via receipt of "Confidential Student Evaluation Form").

If you are applying for Kindergarten:

- A student must be five years of age by September 1st . Acceptance is based on specific criteria of developmental readiness.
- Turn in the completed application forms by January 29th, or as soon as possible and provide "Confidential Student Evaluation Form" to pre-k.
- After we receive your completed packet we will schedule your child for a "K Day." A "K-Day" is a mini-version of a typical kindergarten day condensed into one hour. On "K-Day" your child and other applicants will visit the Kindergarten classroom and participate in group play and small group activities. This enables the children to be observed and evaluated in a warm, informal setting. Following the "K Day", your child may be called back for an additional formal assessment. If you miss K-Days, an individual assessment is required.

A completed Application includes the following:

- Application Fee - \$75.00 (Non-refundable)
- A photo of your child
- Completed Application form and signed Application Statement
- Completed Confidential Recommendation Form
- Copy Baptismal Certificate (if applicable)

ADDITIONAL ACCEPTANCE PROCEDURES FOR STUDENTS IN GRADES 1-8:

After testing is completed and the parents have met with the Principal and the Pastor, the Principal will contact the parents by letter or by phone to discuss placement status.