



Phone (330) 262-8671
Fax (330) 262-0967
515 Beall Avenue
Wooster, Ohio 44691

February 6, 2020

Dear Parent,

Welcome to St. Mary School! The education of your child is important to you and is equally important to us. Please feel free to contact us as you have questions and concerns. We intend to educate your child properly and to help him/her to feel happy and secure in their time with us.

We ask you to acquaint yourselves with our philosophy & needed procedures for a successful year. Please read the handbook and check our web page often. It will answer many questions that will arise for you. Our web page is www.stmary-wooster.cld.pvt.k12.oh.us. The monthly calendar will help you in terms of important dates and school events.

For new students entering the building, there is a Registration Fee of \$50.00 per student payable when you register. Also, when registering, families new to the school are required to pay a non-refundable deposit equal to one month's tuition. This payment will be applied to your 2020/2021 tuition and/or student fees.

We hope that your time with us will be an enjoyable experience for your whole family!

Sincerely,

Mrs. Laura Marvin, Principal

OFFICE OF CATHOLIC EDUCATION - DIOCESE OF CLEVELAND - PERMANENT RECORD CARD



Saint Mary of the Immaculate Conception School

Wooster, OH 44691

STUDENT # 1234	CLASS OF: (Year)
STUDENT INFORMATION	
Last Name	First Name
Middle Name	Sex
Birthdate	Birthplace (City, St, Country)
Date Entered	

Date student entered school.

mm/dd/yyyy

Click the box to the left of the current residence.

<input type="checkbox"/>	Residence Address	City	County	Zip	Home Phone	Student Parish / City
<input type="checkbox"/>						
<input type="checkbox"/>						

<input type="checkbox"/>	Ethnicity (Optional)	<input type="checkbox"/> Amer Indian/Alaskan Native	<input type="checkbox"/> Black/African Amer	<input type="checkbox"/> Native Hawaiian/Other Pacific Islands	<input type="checkbox"/> Multiracial
<input type="checkbox"/>		<input type="checkbox"/> Asian	<input type="checkbox"/> Hispanic	<input type="checkbox"/> White	

SACRAMENTS		BAPTISM CERTIFICATE		STUDENT ENTERED FROM	
Baptism Date	<input type="checkbox"/> Verified by	<input type="checkbox"/> Church	<input type="checkbox"/> Rite	<input type="checkbox"/> School from	<input type="checkbox"/> Parochial <input type="checkbox"/> Other
Reconciliation Date	<input type="checkbox"/> Church	<input type="checkbox"/> Rite	<input type="checkbox"/> City, St, Zip	<input type="checkbox"/> School from City	
Communion Date	<input type="checkbox"/> Rite	<input type="checkbox"/> City, St, Zip		<input type="checkbox"/> School from State	
Confirmation Date	<input type="checkbox"/> City, St, Zip			Grade Entering	
				<input type="radio"/> PK <input type="radio"/> K <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5 <input type="radio"/> 6 <input type="radio"/> 7 <input type="radio"/> 8	

Check the boxes to the left of who student resides with.

STUDENT LIVES WITH					
<input type="checkbox"/>	Natural Mother (NM)	Last Name	First Name	Maiden Name	Birthplace
<input type="checkbox"/>	Natural Father (NF)				
<input type="checkbox"/>	Custodial M (CM)				
<input type="checkbox"/>	Custodial F (CF)				
<input type="checkbox"/>	Other				
				Occupation	Employer
					Work Phone

Married / Separated / Divorced / Remarried / Under 12 years/High School Graduate/College Non-Graduate/College Graduate/Beyond College

PARENTS/CUSTODIAL PARENTS	Religion	Parent Status	Education
<input type="checkbox"/> Catholic, Protestant, Jewish, Other			
<input type="checkbox"/> Natural Mother (NM)			
<input type="checkbox"/> Natural Father (NF)			
<input type="checkbox"/> Custodial M (CM)			
<input type="checkbox"/> Custodial F (CF)			
<input type="checkbox"/> Other			

LEGAL GUARDIAN	OTHER CHILDREN IN THE FAMILY/LIST NAME & BIRTHDATES					
Name	1.		4.			
Address	2.		5.			
City, St, Zip	3.		6.			

LANGUAGE SPOKEN AT HOME	<input type="checkbox"/> English <input type="checkbox"/> Other (list)
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The design of the Permanent Record Card is the property of the Diocese of Cleveland and may not be altered.

Revised 2007



To be completed by school families who are members of St. Mary Parish

TUITION AND FEES POLICY - Please note that this important information is excerpted from the complete St. Mary School handbook (starting on page 3) which can be found on the website www.stmary-wooster.cld.pvt.k12.oh.us

RELATIONSHIP OF PARISHIONER SCHOOL FAMILIES TO THE LIFE OF THE PARISH

This portion of the handbook pertains to the relationship between those families with children in St. Mary School who identify themselves as parishioners and the expectations in place that the pastor uses to confirm that a family is not just technically registered on paper as a parishioner but is truly committed to the life of the parish community as an engaged Catholic family. Being registered on paper does *not* guarantee being granted the “parishioner rate” of tuition.

The St. Mary Parish Finance Council has contributed to the policy for tuition rates. Since our actual costs of educating a child far exceed the tuition paid, the parish-at-large contributes considerably to the operations costs of sponsoring a school, principally through the Sunday Offering. It only makes sense that school families who expect to pay a “parishioner rate” of tuition are registered as members of St. Mary’s Parish and regularly participate in the life of the Parish, including regular attendance at mass as evidenced by the use of offertory envelopes. Please be clear that the amount of the contribution is not per se a factor, but rather demonstrating a regular pattern of attendance at weekend Mass and a level of stewardship of treasure as well as time and talent.

There is an organic connection between the mission of St. Mary School and the nourishment of the Catholic faith of the family outside of school. The commandment, “Keep holy the Sabbath,” includes, for a Catholic, participating in weekend Mass.

Some families do considerable traveling, and may be attending Mass elsewhere other than at St. Mary. Nevertheless, the pastor reserves the prerogative, sensitively to approach our families about how they are demonstrating their commitment as parishioners. It ought never be presumed that once a parishioner rate has been granted, it is automatic every semester. It is the pastor’s standard practice, semi-annually to review the history of envelope usage and, if necessary, initiate a conversation with a family that may in fact lead to adjusting to the non-parishioner rate. If there are mitigating circumstances (a change of employment status, traveling to relatives on weekends, and so on), this calls for an appointment with the pastor and/or principal, and this will be treated with utmost confidentiality.

We have read and agree to the tuition and fees policy as outlined above (excerpted from the complete St. Mary School handbook found on the website - www.stmary-wooster.cld.pvt.k12.oh.us).

FAMILY NAME: _____ DATE: _____

PARENT SIGNATURE: _____

2020/2021 SCHOOL YEAR
INFORMATION REGARDING LEGAL CUSTODY
To be completed as part of the registration/re-registration agreement

Parent/s, residential parent/guardian:

Name: _____

Address: _____

Phone: _____

Child/ren & Grade: _____



- Child lives with:**
- _____ both natural parents
 - _____ natural mother, step/adoptive father
 - _____ natural father, step/adoptive mother
 - _____ only mother
 - _____ only father
 - _____ grandparents (with legal custody)
 - _____ other relative (with legal custody) – relationship _____
 - _____ other – explain _____

Is there a court order (or pending order) affecting the custody and/or residency of the child/ren?
_____ YES _____ NO

Please provide a certified copy of the entire court order including the case number and those sections referring to visitation rights and contacts with the school. Also include the page bearing the judge's signature and court seal. This copy should include any and all modifications made as of the date of registration of the child in this school. It is also the responsibility of the parents to inform the principal of any subsequent modifications during the child's tenure at the school.

Non-residential parent:

Name: _____

Address: _____

Phone: _____

Does the non-residential parent have visitation rights? _____ YES _____ NO

Is there a court decision that states that the non-residential parent should NOT receive school information or attend school activities? _____ YES _____ NO

Is the non-residential parent responsible for paying tuition? _____ YES _____ NO



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Half sheet to be attached to permanent record card

Has your child had (privately or through preschool/school):		
Speech Therapy	Yes	No
Occupational Therapy	Yes	No
Physical Therapy	Yes	No
Early Intervention Services	Yes	No
Does your child have an IEP or Service Plan	Yes	No

Which public school district do you reside in:

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KINDERGARTEN CONSENT FOR RELEASE OF INFORMATION

I, _____ (Parent/Guardian)
give permission to St. Mary School to consult with individuals or agencies listed
below and to obtain from or release to them any information concerning:

_____ DOB _____

Your child's Preschool/Daycare, Individuals/Agencies included in release:

1. _____

Address: _____

2. _____

Address: _____

3. _____

Address: _____

Reasons for release of information: *The information will be used for planning the student's educational program and services.*

Parent/Guardian Signature _____

Address _____

Date signed _____

This permission may be revoked at any time upon request of the parent/guardia