

Admissions Policy

POLICY STATEMENT

In order to ensure an orderly and equitable admission for children to Saint Lawrence Catholic School (hereinafter referenced as the “School”), this policy and procedures is adopted and shall be periodically revised to allow for improvement based on the changing needs of parish membership, demographic trends, and/or other pertinent factors.

Primary Goal – Catholic Education

The primary goal of the School is to provide a Catholic education in accordance with the mission statement of the School and with archdiocesan policies, curriculum and guidelines. Therefore, all admitted students are required to participate in religion classes and liturgies and otherwise conform to the religious expectations of the School.

Accommodation of Students with Special Needs

The School strives to accommodate students with physical, emotional, social, or learning challenges. However, families must fully disclose the nature and known extent of such challenges at the time of registration. The School has limited resources to meet certain challenges and may recommend educational alternatives that would better serve the needs of some students.

Parishioner Status

Regular attendance at Mass and faithful and consistent stewardship of Time, Talent, and Treasure (financial support) to the parish of St. Lawrence (hereinafter referenced as the “Parish”) will be expected from Catholic families of students attending or wishing to attend the School.

All School families will participate in a registration process that will help establish each family’s gifts of Time, Talent, and Treasure. Families meeting these criteria will be deemed “participating parishioners” for purposes of determining the rate of tuition and admissions priority. All other families will be considered “non-participating” for these purposes.

Financial Aid and Responsibility

It is a goal of the School and Parish to provide financial support to economically disadvantaged Parish families to the fullest extent possible. However, all School families must assume responsibility for paying the agreed-upon tuition charges in full and on time as prescribed by the School and according to the terms of the School’s tuition policy.

Families who are not participating parishioners do not contribute to the investment (subsidy) received by the School through the Parish tithing collections. Therefore, they will be expected to assume their portion of the financial responsibility for the education provided in the form of an increased tuition rate.

Agreement to Abide by the School Rules

Upon admission, all students and their families agree to abide by the policies and rules of the School as specified in the School Handbook.

Non-Discrimination

St. Lawrence admits students of any race, color, national, or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students in the school. It does not discriminate on the basis of race, color, national, or ethnic origin in the administration of its educational policies, athletic, and other school-administered programs.

This policy does not conflict with the priority given to Catholics for admission as students. This policy also does not preclude the ability of the school to undertake and/or enforce appropriate actions with respect to students or staff who publicly advocate any practices or doctrines that are inconsistent with the religious tenets of the Catholic faith.

Admission Selection Procedures

Students are eligible for consideration for admission if they have met the following requirements:

- For preschool: prospective students must be age 3 or 4 by August 1 of the school year for which they are registering
- For kindergarten: prospective students must be age 5 by August 1 of the school year for which they are registering
- For grades 1-8: prospective students must have proof of successful completion of the previous grade.

If registered by June 15th, eligible students will be selected and placed in the school based on the maximum capacity of classrooms as set by School Commission according to the following categories in order of preference:

1. Current students of the School.
2. Siblings of current students of the School.
3. Catholic children of participating parishioners who are siblings of a graduate of the School.
4. Catholic children of participating parishioners (as defined above).
5. Catholic children of non-participating parishioners who are siblings of a graduate of the School.
6. Catholic children of non-participating parishioners.
7. Non-parishioner Catholic children.
8. Non-Catholic children.

Within categories numbered 1 through 4 above, priority will be given according to the parish registration date of the family.

Within categories numbered 5 through 9 above, priority will be given according to the date of the School admission application.

Each year's incoming student class will be selected soon after the registration/re-registration process is closed. For any student selected for the incoming class, his or her Catholic siblings will be placed in category #2 or #5 above for the school year for which they are registering depending on parishioner status.

Wait List

Students not selected for admission to the School will automatically be placed on a wait list. If an opening becomes available, students on the wait list will be given priority for those openings in the same order of preference as detailed in the Admissions Selection Procedures above. The wait list will exist from year-to-year only. The wait list for each school year shall be established after the selection process for that year has ended and shall terminate when that school year ends.

Transfer Students

Students in good standing from another school will be considered for transfer admission after the following has been accomplished:

1. Enrollment/Admission forms have been completed.
2. A conference with the principal, parents, and the student has been held to discuss the goals, religious mission, and expectations of the School.
3. If requested, the parents have provided a written statement indicating their reasons for seeking enrollment for their child in the School.
4. Previous educational records have been supplied to the School, including, if available and applicable: current grade transcript or report card, most recent standardized testing results, discipline records, Individualized Education Plan (IEP), Service Plan, Section 504 Plan or Individual Catholic Education Plan (ICEP).
5. Updated immunization records have been received.
6. If required by the Principal, entrance testing of the child has been completed along with direct consultation with the previous school to determine appropriate educational placement.

Applicants for admission to grades 6, 7, and 8 are generally scrutinized more closely than applicants for lower grades as educational preparation and disciplinary records at this level are of more concern to the School.

Catholic schools support the disciplinary decisions of other schools. Therefore, a student expelled from another private or public school may not be considered for enrollment until one year after the expulsion date and only at the discretion of the Principal in consultation with the Pastor.

Through the above procedures, the Principal shall determine whether the family and student have philosophies, educational goals, and levels of preparation that are compatible with the religious mission and educational programs offered by the School and whether the student is likely to be successful in the Catholic educational setting. If the Principal determines in the affirmative, and if there is an opening, the student may be admitted either on a probationary basis or without restriction.

Prioritization of placement of applicants for transfer will occur in the same order and by the same criteria as defined in the Admission Selection Procedures above.