



Dear Parent/Guardian:

The following information will complete the registration for your child at St. Cletus School. Student acceptance is subject to the receipt and review of all required forms plus receipt of the Application fee.

1. Your completed registration, including:
  - a. 2020-21 Application for Student Enrollment;
  - b. Authorization for Release of Student Information/Records (grades 1-8 in 2020-21 school year);
  - c. State and Archdiocesan mandated ethnicity/religion statistical data forms;
  - d. Home Language Survey form; and
  - e. School Nurse Questionnaire (one form per student)
  - f. Milk Order Form and Extended Care Registration Form
2. The **original** county birth certificate, with seal and registration number. (We will make a copy and return the original to you.)
3. A copy of the baptismal certificate, including for children who were baptized at St. Cletus Parish.

**In addition, the following medical documents must be submitted  
two weeks prior to start of school:**

Updated, signed medical forms are required for the following grades. By state law, exams must be completed **within one year** prior to the first entrance to the required grade.

**Pre-K & Jr. Kdg:** Physical Exam, including the Lead Questionnaire and diabetes screening completed by the child's healthcare provider and the Health History portion completed and signed by the parent/guardian. Proper documentation of the following childhood immunization series: Tdap, Polio, MMR, Hib, HepB, Pneumococcal, and Varicella.

**Kindergarten:**

- ◆ Physical Exam, including the Lead Questionnaire and diabetes screening completed by the child's healthcare provider and the Health History portion completed and signed by the parent/guardian. Proper documentation of the following immunization series: Tdap, Polio, MMR, Hib, HepB, Pneumococcal, and Varicella.
- ◆ Dental Exam
- ◆ Eye Exam

**Grade 2:** Dental Exam

**Grade 6:**

- ◆ Physical Exam, including the diabetes screening completed by the child's healthcare provider and the Health History portion completed by the parent/guardian. Proper documentation of the following series of immunizations: completed series of Tdap, Polio, MMR, HepB, Varicella, and the first dose of Meningococcal.
- ◆ Dental Exam





<b>GRADES K-8</b> Student Full Name	Gender	Grade	Full or Half Day	Date of Birth	Child's Age on 9/1/20	Will Attend Extended Care?
						Yes / No (Circle One)
						Yes / No (Circle One)
						Yes / No (Circle One)
						Yes / No (Circle One)

1. Please list the name(s) of the school(s) your child(ren) have attended previously and the length of attendance:

\_\_\_\_\_

No previous schooling \_\_\_\_\_  
Student Name(s)

2. Child(ren) live(s) with: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Parent/Guardian Name(s)

3. Other children living at home:

<u>Sibling Name</u>	<u>Age</u>	<u>Current School</u>
_____	_____	_____
_____	_____	_____

4. I give permission for my child(ren) to walk or ride a bicycle to and from school.

\_\_\_\_\_ Yes \_\_\_\_\_ No

5. I give permission to publish my child(ren)'s photo(s) in school publications and/or on the school website.

\_\_\_\_\_ Yes \_\_\_\_\_ No

6. On-line School Family Directory

DirectorySpot is an on-line program that provides families with a family directory containing parent contact information and student grade level and homeroom data. The following information is published for each family: *family name; home address, phone number; parents' cell phone numbers and e-mail addresses; student name(s), grade(s), and homeroom(s)*. Families can remove information they do not want published in this database.

7. Emergency Contacts: other adults authorized to pick up our child(ren), including extended care.

Note: we may request a photo ID of any person picking up your child(ren).

Name \_\_\_\_\_ Relationship to child(ren) \_\_\_\_\_ Phone # \_\_\_\_\_

Name \_\_\_\_\_ Relationship to child(ren) \_\_\_\_\_ Phone # \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone # \_\_\_\_\_  
to child(ren) \_\_\_\_\_

8. *8<sup>th</sup> Grade Only: High School Release* (permission to share parent contact information)

You may release my information to Archdiocesan (Catholic) high schools: Yes \_\_\_\_\_ No \_\_\_\_\_

You may release my information to my home district public high school: Yes \_\_\_\_\_ No \_\_\_\_\_

**Information of Non-Custodial Parent (If Applicable):**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Will this person listed need to be placed on the school mailing list? (Circle one) Yes No

Will this person listed need a tuition account? (Circle One) Yes No

If yes, what percentage of tuition and fees will be charged to this parent? \_\_\_\_\_

Is this person allowed to pick up your child(ren)? (Circle One) Yes No

**STUDENT REGISTRATION INFORMATION**

**Student 1:** Name \_\_\_\_\_ Grade \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Last First Middle (current year)

Gender: \_\_\_Female \_\_\_Male Religion: \_\_\_Catholic \_\_\_Other (please specify): \_\_\_\_\_

Baptismal Date: \_\_\_\_\_ Church: \_\_\_\_\_ City & State: \_\_\_\_\_

Reconciliation Date: \_\_\_\_\_ Church: \_\_\_\_\_ City & State: \_\_\_\_\_

1<sup>st</sup> Communion Date: \_\_\_\_\_ Church: \_\_\_\_\_ City & State: \_\_\_\_\_

Does your child have a special learning need or receive special services of any type?

\_\_\_\_\_ Yes \_\_\_\_\_ No If yes, explain: \_\_\_\_\_

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**Student 2:** Name \_\_\_\_\_ Grade \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Last First Middle

Gender: \_\_\_Female \_\_\_Male Religion: \_\_\_Catholic \_\_\_Other (please specify): \_\_\_\_\_

Baptismal Date: \_\_\_\_\_ Church: \_\_\_\_\_ City & State: \_\_\_\_\_

Reconciliation Date: \_\_\_\_\_ Church: \_\_\_\_\_ City & State: \_\_\_\_\_

1<sup>st</sup> Communion Date: \_\_\_\_\_ Church: \_\_\_\_\_ City & State: \_\_\_\_\_

Does your child have a special learning need or receive special services of any type?

Yes  No If yes, explain: \_\_\_\_\_

\_\_\_\_\_

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**Student 3:** Name \_\_\_\_\_ Grade \_\_\_\_\_ Date of Birth: \_\_\_\_\_

                    Last                      First                      Middle

Gender:  Female  Male Religion:  Catholic  Other (please specify): \_\_\_\_\_

Baptismal Date: \_\_\_\_\_ Church: \_\_\_\_\_ City & State: \_\_\_\_\_

Reconciliation Date: \_\_\_\_\_ Church: \_\_\_\_\_ City & State: \_\_\_\_\_

1<sup>st</sup> Communion Date: \_\_\_\_\_ Church: \_\_\_\_\_ City & State: \_\_\_\_\_

Does your child have a special learning need or receive special services of any type?

Yes  No If yes, explain: \_\_\_\_\_

\_\_\_\_\_

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**Student 4:** Name \_\_\_\_\_ Grade \_\_\_\_\_ Date of Birth: \_\_\_\_\_

                    Last                      First                      Middle

Gender:  Female  Male Religion:  Catholic  Other (please specify): \_\_\_\_\_

Baptismal Date: \_\_\_\_\_ Church: \_\_\_\_\_ City & State: \_\_\_\_\_

Reconciliation Date: \_\_\_\_\_ Church: \_\_\_\_\_ City & State: \_\_\_\_\_

1<sup>st</sup> Communion Date: \_\_\_\_\_ Church: \_\_\_\_\_ City & State: \_\_\_\_\_

Does your child have a special learning need or receive special services of any type?

Yes  No If yes, explain: \_\_\_\_\_

\_\_\_\_\_

**ALL APPLICANTS: please submit an Application Fee (non-refundable) payable to:**

**St. Cletus School:       \$75.00**

**Grades 1-8: the two most recent student standardized test scores and report cards are required prior to enrollment acceptance.**



## LUNCH MILK ORDER FORM

\_\_\_\_\_My child(ren) will not order milk.

**Family Name:** \_\_\_\_\_

Please mark down the number of servings (1/2 pint) that each student will consume each day at lunchtime (no milk for half day students – Pre-K & Kdg.).

Student's Name	No. of White (per day)	No. of Chocolate (per day)
1.		
2.		
3.		
4.		

**Note: Do Not Pay for milk at this time. You will be invoiced through your FACTS Management Incidental Expenses account after school begins.**

**Illinois State Board of Education**  
**2020-21 U.S. Department of Education Race and Ethnicity Data Standards**

Parents or Guardians must respond to both questions (Part A and Part B). If the parents or guardians decline to respond to either question (Part A or Part B), school staff are required to provide the missing information by observer identification.

Part A asks about the student(s)' ethnicity and Part B asks about the student's race. If you decline to respond to either question, the school is required to provide the missing information by observer identification.

**STUDENT NAME(S):** \_\_\_\_\_  
\_\_\_\_\_

**INSTRUCTIONS:** This form is to be filled out by the student(s)' parents or guardians, and both questions must be answered. Part A asks about the student(s)' ethnicity, and Part B asks about the student(s)' race. If you decline to respond to either question, the school is required to provide the missing information by observer identification.

**PART A: Is/are the student(s) Hispanic/Latino?** (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race) Choose only one:

- No, not Hispanic/Latino  
 Yes, Hispanic/Latino

*The question above is about ethnicity, not race. No matter which answer you selected, continue and respond to the question below by marking one or more boxes to indicate what you consider the student(s)' race to be.*

**PART B: What is/are the student(s) race?** Choose one or more.

- American Indian or Alaska Native** (A person having origins in any of the original peoples of North and South America, including Central America, and who maintains tribal affiliation or community attachment.)
- Asian** (A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.)
- Black or African American** (A person having origins in any of the black racial groups of Africa.)
- Native Hawaiian or Other Pacific Islander** (A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.)
- White** (A person having origin in any of the original peoples of Europe, the Middle East, or North Africa.)

**Note:** Data collected on this form must be maintained by the school district for three years. However, when there is litigation, a claim, an audit, or another action involving this record, the original responses must be retained until the completion of the action.



St. Cletus School  
Archdiocesan Statistics 2020-21 Academic Year

**Public School Statistical Information:**

Please indicate the public school and district number where you reside. You should be able to find this information by either consulting with a neighbor whose children attend the public school or by reviewing your property tax bill.

**Your Family Name:** \_\_\_\_\_

Student Name	Grade	Name of Public School	City/Town of Public School	District No.

**Religious Affiliation** (please check one):

\_\_\_\_\_ Family is Catholic and registered at St. Cletus Parish.

\_\_\_\_\_ Family is Catholic and plans to register at St. Cletus Parish.                      When? \_\_\_\_\_

\_\_\_\_\_ Family is Catholic and registered at another parish.                      Parish Name: \_\_\_\_\_

City: \_\_\_\_\_

Yes     No    Does the parish have a school? If yes, please name: \_\_\_\_\_

\_\_\_\_\_ Family is registered at another Christian church.                      Church Name: \_\_\_\_\_

City: \_\_\_\_\_

\_\_\_\_\_ Family is of another faith tradition, indicated below:

- \_\_\_\_\_ Jewish
- \_\_\_\_\_ Muslim
- \_\_\_\_\_ Buddhist
- \_\_\_\_\_ Other (please specify) \_\_\_\_\_

\_\_\_\_\_ Family is not affiliated with any church or religion.

If your child or children were not born in the United States of America, please list the country of birth below:

Child's Name: \_\_\_\_\_ Country: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Country: \_\_\_\_\_

## 2020-21 Home Language Survey

The state of Illinois requires the District to collect a Home Language Survey for every new student. This information is used to count the students whose families speak a language other than English at home. It also helps to identify the need for bilingual and English as a Second Language education services in the schools.

Please answer the questions below and return this survey to your child(ren)'s school.

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

1. Does anyone in your home speak a language other than English?

\_\_\_\_\_ Yes    What language? \_\_\_\_\_

\_\_\_\_\_ No

2. Does/do your child(ren) speak a language other than English?

\_\_\_\_\_ Yes    What language? \_\_\_\_\_

\_\_\_\_\_ No

If the answer to either question is yes, the school district will assess your child(ren)'s English language proficiency. The school district will measure your child(ren)'s listening and speaking skills and, for students in grades 2 through 12, reading and writing skills.

Signed \_\_\_\_\_

Parent or Guardian

Date \_\_\_\_\_



[ONE FORM PER STUDENT]

## School Nurse Questionnaire

2020-2021

Dear Parent,

In an effort to help us provide optimum health services for your child and keep your child's school health record complete and up-to-date, we ask your cooperation in providing the following information:

1. Has your child had any serious illness, operation or injury? If yes, please specify: \_\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_  
\_\_\_\_\_
2. Does your child have any known allergies? If yes, please note allergy and treatment: \_\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_  
\_\_\_\_\_
3. Does your child have asthma? If yes, please note medication and restrictions, if any: \_\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_  
\_\_\_\_\_
4. Is your child allergic to insect stings? If yes, specify treatment procedure: \_\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_  
\_\_\_\_\_
5. Is your child on any medications? If yes, specify: \_\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_  
\_\_\_\_\_
6. Does your child need medication in school? If yes, please complete the "School Medication Permission Form" and follow its directions. Yes \_\_\_\_ No \_\_\_\_
7. Does your child have a special learning need or receive special services of any type? If yes, please explain: \_\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_  
\_\_\_\_\_
8. Does your child have any vision or hearing problems? If yes, please explain: \_\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_  
\_\_\_\_\_
9. Does your child have any health concerns of which the school should be made aware? If yes, please explain: \_\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_  
\_\_\_\_\_

Child's Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Dear Parent/Guardian,

St. Cletus will be offering both Before Care and After Care programs for the 2020-2021 school year. ***The cost of the program is \$7.00 per hour per child. There is a minimum charge of \$3.50 per child per attendance period.*** Time charges are rounded up to the half hour.

The annual registration fee is \$30.00 per family. Once you begin using the Extended Care Program, you will be invoiced for this registration fee with your first billing. Participating families will be invoiced monthly through your FACTS Management Incidental Expenses account for the previous month's usage of extended care services.

The Before Care program is from 7:00 until 7:50 a.m. Students should enter through the school office (apple) entry door # 2 to the school building. Any child arriving to school before 7:50 a.m. without a scheduled meeting/activity will be sent to Before Care, and the family will be charged accordingly. The Before Care phone number is (708) 352-4820.

Students who are not picked up by dismissal time (3:00 p.m.) will be sent to After Care, unless other plans were previously made. The After Care Program operates from 3:00 p.m. until 6:00 p.m. Pickup is at the early childhood entry door (# 6)—please ring the doorbell on the right-hand wall to gain entry to the building. The After Care phone number is (708) 215-5408.

Please select your extended care date and time choices on your Registration Form. (Your choices are not final—they just allow us to plan ahead for extended care staffing.) Parents should notify their student(s)' teacher(s) and the school office no later than 2:00 p.m. if they are using the After Care program that day or making a change to their regular Aftercare schedule.

**LATE PICKUP FEES:** Late fees are charged to families who pick up their child(ren) after 6:00 p.m. at the rate of \$1.00 per minute for the first five minutes and \$5.00 per minute for each minute after 6:05 p.m. We suggest a family member, friend, or neighbor be asked to pick up your child in case of an emergency. Please be sure to list all contacts who are allowed to pick up your child(ren) on the attached Registration Form.



**EXTENDED CARE PROGRAM**  
**REGISTRATION FORM 2020-21**

Family Name \_\_\_\_\_ Home Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

<u>Child(ren)'s Name(s)</u>	<u>Male/Female</u>	<u>Grade</u>	<u>Room No.</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**BEFORECARE REGULAR USER** (I anticipate using the program (indicate appropriate date(s) & time(s):

**Morning Arrival**

Day:  Monday  Tuesday  Wednesday  Thursday  Friday

**AFTERCARE REGULAR USER** (I anticipate using the program (indicate appropriate date(s) & time(s):

**Afternoon Pickup**

Day:  Monday  Tuesday  Wednesday  Thursday  Friday

Time: \_\_\_\_\_

**OCCASIONAL USER** (Schedules to be arranged.)

Mother's Name \_\_\_\_\_ Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Father's Name \_\_\_\_\_ Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Other adults authorized to pick up child(ren):

Name \_\_\_\_\_ Relationship to child(ren) \_\_\_\_\_ Home # \_\_\_\_\_ Cell # \_\_\_\_\_

Name \_\_\_\_\_ Relationship to child(ren) \_\_\_\_\_ Home # \_\_\_\_\_ Cell # \_\_\_\_\_

PLEASE NOTE: WE MAY REQUEST A PHOTO ID OF ANY PERSON PICKING UP YOUR CHILD(REN).

Parent Signature/Authorization for Before/After Program enrollment (please check box at left)

## ShopwithScrip - Gift Cards for Education

### **What is ShopwithScrip?**

Every year St. Cletus families are receiving credit toward their next year's tuition by participating in the ShopwithScrip program.

The ShopwithScrip program is the Family School Association's largest ongoing fundraising program. Vendors sell gift cards to us at a discounted price, we sell them at face value, and the difference is our profit. This profit is split between participating families (50%) and the school (50%). The family's portion is used as a tuition credit for the following school year.

This program raises approximately \$15,000 a year in profit for the school and participating families and is a WIN-WIN program, as you get what you pay for and much more! The more ShopwithScrip you buy, the larger your tuition credit. **It's like getting FREE money!!!**

Every Monday when school is in session, you can place an order for gift cards. We recommend new customers sign up to our on-line ordering system (our web address is: *www.shopwithscrip.com*). It's fast and easy. Instructions can be found on the school website under *Forms & Documents – Miscellaneous – ShopwithScrip*. New participants must fill out a registration and disclaimer form before your first order can be processed.

ShopwithScrip orders are due in the school office by 9:00 a.m. on Monday mornings, and the gift cards will go home with your child, or they can be picked up at the school office on the Wednesday afternoon of the same week.

ShopwithScrip also offers the ease of shopping at YOUR convenience with *MyScripWallet*—where you can buy eCards and Reload/ReloadNow \***certain** physical gift cards already in your possession. This ease of shopping is done by enrolling in *PrestoPay*—the on-line payment method offered through ShopwithScrip.

If you have not ordered ShopwithScrip in the past, please give it a try. All it takes is a little planning and budgeting to make ShopwithScrip work for your family. Family members such as grandparents, aunts, and uncles can participate in the ShopwithScrip program by having their orders credited to your account.

To get started or for more information, please visit the school website under *Forms & Documents – ShopwithScrip*. If you have any questions or wish to volunteer your time, please e-mail [shopwithscrip@stcletusparish.com](mailto:shopwithscrip@stcletusparish.com).