



St. Jerome School
5580 Thornburn Street
Los Angeles, CA 90045
(310) 670-1678

Needed for documents for Application

- Birth Certificate
- Immunization Records
- Baptism Certificate (If Baptized)
- Standardized Test Scores (Kinder 8th Grade)
- Copy of latest Report Card
- Authorization Form for Transfer of Records
- Registration/Application Packet
- \$100 application fee (non-refundable)
- Picture of your child attached to the application packet

Once the preliminary paperwork is received and students have been screened, you can expect an admissions decision to be made within a week.

Please call (310) 670-1678 to inquire about your application.



Dear Parents,

Why St. Jerome School?

Welcome to St. Jerome Catholic School! Inspirational faith for formation and a challenging curriculum combined with the efforts of devoted and gifted educators are the hallmark of our school. Our mission is to instill in our students personal excellence, academic proficiency, and Gospel values within an active parish-centered community extending to the community at large. Our curriculum recognizes individual differences in gifts, abilities and learning styles.

What does St. Jerome provide to our families?

- Academic excellence as evidenced by our outstanding standardized test scores.
- Faith-filled instruction that focuses on the Catholic beliefs and traditions, student liturgies and Christian service projects to foster further awareness and develop global citizens
- Compassionate and caring credentialed teaching staff whose primary concern is the commitment to educate the whole child spiritually. Academically, social/emotionally, physically, and globally.
- Full-time credentialed teachers for our outstanding enrichment programs in art, music, physical education/nutrition, Spanish, STEM and technology
- Diversified Education providing additional assistance and small-group instruction for students with exceptional needs
- Full-time registered nurse and Counselors from Outreach Concern
- Technology Center (Window Lab) for weekly instruction, SMARTBoard interactive white board technology and student computers in every classroom
- 1:1 student technology program utilizing Chromebooks, Apple Computer Lab.
- Friday Elective Day – STEM, Drama, Art, Dance/Movement, Various Technology programs, plus more!
- Secure, parental online access to monitor and examine your student's grades and academic progress through Sycamore Education
- On-site extended care that provides a safe and positive atmosphere for our students
- Exceptional inter-scholastic athletic program for students in grades 3rd through 8th.
- Academic and athletic summer sessions in Math
- Student leadership and award opportunities through Student Government, Academic Award Programs, Annual Scholarship Awards and Christian Behavior
- Recognition Awards

For 58 years, St. Jerome School and its students have excelled in all areas including Christian service, academics, performing arts and athletics. SJS students continue to become California Junior Scholastic Federation members, and often move onto leadership roles as well as merited athletes in their respective high school.

We look forward to having you and your family join the St. Jerome Community. If you have any questions, please feel free to contact me at tmacdonald@stjeromewestchester.org or at (310) 670-1678. I will be more than happy to answer any questions that you may have in effort to assist you with your decision of choosing a new school.

With Peace and Blessings,
Tom MacDonald
Principal

New Application

Application for Admission Pre-K – 8th Grade
Please fill out one form per child
2019-2020 Application for Admission: PK – 8th

Student's Last Name	First	Middle	Applying for Grade
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Male/Female	Students DOB	Age	Birthplace	Present Grade
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Legal Name of Father/Guardian	Legal Name of Mother/Guardian	Mother's Maiden Name
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Father's Birthplace	Father's Religion	Father's Occupation	Father's Marital Status	Deceased
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Mother's Birthplace	Mother's Religion	Mother's Occupation	Mother's Marital Status	Deceased
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Home Address	City	State	Zip Code
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Home Phone Number	Father's Cell Phone	Mother's Cell Phone
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Father's Employer/Firm	Father's Email Address	Father's Work Phone
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Mother's Employer/Firm	Mother's Email Address	Mother's Work Phone
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School Student in Currently Attending	Principal	Dates of Attendance
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Student's Religion	Name of Parish/Place of Worship	How long have you been a member?
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If Catholic, where was student baptized?	City	State
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Grade of siblings already enrolled at St. Jerome Elementary _____ Siblings applying for Grade _____

Grade of siblings already attending a Catholic High School _____

Are you an alumnus of either St. Jerome Elementary? Yes _____ No _____ If yes, how many years? _____

Do you have other relatives at St. Jerome Elementary? Yes _____ No _____ If so, please list: _____

Please print the name of the student on the back of a small, recently taken photograph and attach here. This photograph is requested and in no way is used in the admission process.

Application Procedures

Thank you for applying to St. Jerome Elementary School. Enclosed is your application packet. Please return, in person, the following:

Transitional Kindergarten through 1st Grade

- Application
- Original Birth Certificate (which will be returned immediately)
- Original Baptismal Certificate (which will be returned immediately)
- Copy of the present school year report card or profile from the Pre-school or Kindergarten teacher (enclosed please find a Preschool Evaluation if our child's teacher does not issue one)
- Your child's current immunization records (Each student's immunization history must comply with the laws for grade children. Appropriate documentation is required, such as the Yellow Immunization Record or computerized Doctor or Hospital Medical History Records)
- Present School Form, if attending a private school. (The form should be returned to SJS or given to you in a sealed envelope to return)
- Pastor Form (The form should be returned to SJS or given to you in a sealed envelope to return)
- Application fee of \$100 per applicant (cash or cashier's check only – no checks accepted) This is non-refundable.

Grades 2 through 7th

- Application
- Original Birth Certificate (which will be returned immediately)
- Original Baptismal Certificate (which will be returned immediately)
- Copy of the most current report card (no grade lower than a C)
- Copy of the most standardized test scores: SAT, STAR, ect.
- Your child's current immunization records (Each student's immunization history must comply with the laws for grade children. Appropriate documentation is required, such as the Yellow Immunization Record or computerized Doctor or Hospital Medical History Records)
- Present School Form, if attending a private school. (The form should be returned to SJS or given to you in a sealed envelope to return)
- Pastor Form (The form should be returned to SJS or given to you in a sealed envelope to return)
- Application fee of \$100 per applicant (cash or cashier's check only – no checks accepted) This is non-refundable.

INCOMPLETE PACKETS WILL NOT BE ACCEPTED

Admission Policy

St. Jerome School is a private, Catholic elementary school founded by the Sisters of St. Joseph of Carondelet. In accordance with our philosophy, our school is seeking students who are motivated to commit themselves to be formed as Catholic Christian Leaders, to achieve academically and to be well rounded socially.

Students seeking admission for Pre-K must:

1. Be 2 years of age by September 1st
2. Be fully potty trained

Students seeking admission for Transitional Kindergarten must:

1. Be five years of age by September 2nd - December 2nd

Students seeking admission for Kindergarten must:

1. Be 5 years of age by September 1 (No exceptions)
2. Be administered a kindergarten readiness test

Students seeking admission in Grade 1 must:

1. Be 6 years of age by September 1 (No exceptions)
2. Be administered a development readiness test
3. Demonstrate a readiness for first grade by successfully completing kindergarten in academics, behavior and social development

Students seeking admission to St. Jerome in Grades 2nd – 7th must:

1. Produce a current report card having no grade lower than a C
2. Produce a copy of standardized test scores
3. Be administered a grade level readiness test commensurate with SJS standards.

All applications will be reviewed carefully. Parents and students may be interviewed. St. Jerome admits students who qualify for admission without discrimination of religion, gender, race or cultural background.

Financial Considerations

In order for your family to make the most informed decision for you child(ren)'s education, we are providing you with the current 2018-2019 financial and service obligations for St. Jerome families. Please note that tuition covers all operation costs. There are no additional book fees to our tuition. The 2018-2019 year will have some increase.

Tuition 2019-2020

Tuition rates are provided during a school tour or meeting with the principal or other school official.

St. Jerome Elementary is a parish school, however is solely supported by tuition. We are able to offer financial consideration for families who qualify. Families will need to fill our financial aid packet and provided current taxes from both parents if filing separately. Families who received financial assistance will need to fulfill ten extra volunteer hours. A \$30.00 per hour will be assessed for hours that are not fulfilled. Families also will need to stay current with school financial obligations. Students will need to maintain satisfactory grades both academically and in behavior. Application will be made available upon request.

ALL families MUST be enrolled in SMART tuition. Families will be assessed a \$50.00 yearly fee for this service.

Curriculum Fee/Fundraising

1. Because we base the school budget on yearly enrollment tuition, curriculum fee and registration are Non-Refundable, nor prorated should the student(s) decide to enter St. Jerome School late or leave during the school year.
2. Service Hour Requirement fee as required (30 hours per family per year) for hours not served \$30 per hour is charged. Families receiving financial assistance must complete 10 additional hours a year. All hours must be met in order to receive financial assistance the following year. Families applying for financial assistance must fill out an application and provided current year taxes for both parents if not filed jointly. Families are required to record hours in the office for carpool hours or other in-school volunteering opportunities. All families are responsible for ten service hours due each trimester. Families will be invoiced if the service hours are not met by the end of the period. Hours cannot be transferable nor they can be rolled over to another year. Volunteers need to be 18 year-old, fingerprinted/Virtus trained to volunteer.
3. Tuition payments are not concurrent with the school year, but begin on August 1st and end May 1st. Families enrolling after August 1st automatically are placed on a monthly payment plan payments will end June 1st. Students in 8th grade will not be able to participate in graduation activities, graduation Mass, Walk at the Graduation Ceremony if all outstanding financial fees and service hours have not been met by May 1st. Any uncompleted service hours will be charged at \$30 per hour.
4. A \$30 Curriculum Fee will be automatic deducted from SMART tuition monthly or paid in one payment by September 1st. Curriculum Fee is NOT refundable or prorated for new families enrolling after the 1st day of school or leaving early in the year. All school fees are due the last day of attendance if transferring to another school.
5. A \$25 fee is assessed for failed ACH transactions or returned checks to the school. You will also incur a \$40 follow-up fee from SMART Tuition. Parents are to call the school prior to stopping an ACH payment and will need to pay \$25 fee to the school for cancelling the scheduled payment.
6. After two NSF checks, you will be required to pay with cash, cashier's check or money order.
7. There is a \$35.00 missed payment fee by SMART and possibly a similar bank penalty for paying late.
8. Families are responsible to buy two dinner tickets for Mardi Gras, two dinner tickets for the Hawaiian raffle dinner, two breakfast tickets for the Carnival or two dinner Gala tickets in lieu of Carnival. Sell 10 raffle books for the Hawaiian Raffle, Mardi Gras Raffle, and Carnival or Gala Raffle. A 30% (parent) and 70% (school) split will be credited after selling the first ten books of raffle tickets for all raffles. The credited funds can only be used for the next year's registration, tuition only. These funds cannot be used to cover other fees. Credited funds are not transferable, cannot be carried over, no cash out. Funds can be donated to the school to cover after school programs. 8th grade parents can donate funds to the school or will receive payment in August if there are no other siblings attending the school.
9. All financial obligations and tuition payments for the 2018-2019 school year must be paid in full before re-registration for the 2019-2020 school year will be accepted. Only students who have paid registration in full and turned in all registration forms can attend class on the first day of school. Students who come to school who do not meet the above criteria will be charged a \$50.00 fee if not picked up by 9:00 A.M.

Report card, progress reports, awards, scholarships, financial aid awards, high school recommendations, school records, STAR results, access to gradelink and Edmodo will be withheld until all financial fees

are paid off in full. Students will NOT be able to attend class after 30 days if tuition is past due. Students on financial aid must maintain a 2.5% GPA and an “S” in work habits and discipline in order to maintain financial aid. Families on school Financial Aid or CEF must maintain current with all financial school fees, complete 10 extra hours of service per year, students must maintain a 2.5 accumulative GPA and an “S” in both study skills and discipline. Parents are required to sign confidentially agreement form in receiving financial assistance.

A 3% credit card/debit card fee will be added to all card payments.

Uniforms

Uniforms may be purchased at Michael’s Uniforms Store
225 S. Market Street Inglewood, Ca 90301 Phone number: (310) 672-2170 or order online at
michaeluniforms.com

Extended Care

We offer an Extended Day Care program for after school. This program is offered at an additional cost. Early morning care at 7:00 A.M. to 7:30 A.M and after school 3:20 P.M. to 6:00 P.M. is also available at an additional cost. One dollar per minute is charged after 6:00 P.M.

Pastor Recommendation

To the applicant: Please print your name and address below and submit this form to the pastor of your parish. You should provide your pastor with a stamped addressed envelop to: St. Jerome Elementary School Thornburn, Los Angeles, Attn: Admissions.

Family Name _____ Child's Name _____

Applying for Entrance to Grade: _____

Address _____ Phone Number _____

Name of Parish _____ City _____

Dear Reverend Father:

The family listed above has applied for admission to St. Jerome Elementary School. As a religious institution, the school strongly considers the applicants' practice of the faith and relationship with their church when evaluating applications for admission. Your statement is confidential and will only be use by appropriate officials of the school. If you can return this form to us embossed with the Church seal when turning in your application, we would be grateful. Please do not hesitate if you would prefer to call and speak with me personally regarding this family.

Thank you for assisting us in our selection process.

With Peace and Blessings,
Mr. MacDonald, Principal

Please check those organizations in which this family is involved. We appreciate any personal comments, details or insights you can share that would be helpful in our evaluation process.

_____ Parish Council	_____ Lector/Reader
_____ Youth Advisor/Parent Board	_____ Choir
_____ Minister of Communion	_____ Men's/Women's Club
_____ Sunday School/Religious Ed. Teacher	_____ Adult Religious Education

The above family is newly registered at this parish.	_____ Yes	_____ No
The above family has been registered with the parish over a year.	_____ Yes	_____ No
The above family regularly supports the parish financially.	_____ Yes	_____ No
The above family is active in the parish (attends activities)	_____ Yes	_____ No

Other Involvement/Comments:

Signature _____

Date _____

Church Seal



**SCHOOL ROSTER AND EMERGENCY INFORMATION
2019-2020 SCHOOL YEAR**

<u>Student Last Name</u>	<u>First Name</u>	<u>Grade</u>	<u>Birthdate</u>	<u>Health Precautions/Med</u>

Father's Last Name, First Name: _____ HomePhone _____
Home Street Address, City, State, Zip: _____
E-Mail Address _____ Cell Phone _____
Employer: _____ Work Hours: _____ Work Phone : _____
Do you wish to be called at work? _____

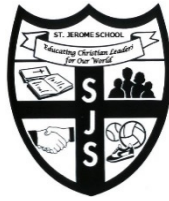
Mother's Last Name, First Name: _____ HomePhone _____
Home Street Address, City, State, Zip: _____
E-Mail Address _____ Cell Phone _____
Employer: _____ Work Hours: _____ Work Phone : _____
Do you wish to be called at work? _____
The student usually lives with _____

Please provide us with the names of at least two persons who would be authorized to pick up your children in the event of illness or an emergency. Please make sure that you let these persons know that you have included them on this emergency list. Person listed **MUST** be nearby and available at all times.
These are the only person to whom your child (ren) will be released.

Name	Relationship to Child	Telephone	City and Zip Code

Name of Physician	Telephone	City and Zip Code

I understand that the school does not assume responsibility for payment of a physician, however, in an emergency, you may call paramedics or choose a physician.
Parent Signature _____ Date _____



St. Jerome School Parent/Student Policies Agreement Form

Acceptance of Parent/Student Handbook

Our family has read the St. Jerome School Parent/Student Handbook on the school website. We are aware of, understand, and agree to follow the policies and procedures stated in the Handbook. We acknowledge that the school has the right to amend the Handbook during the school year as needed as we agree to follow the policies and procedures as may be added or amended.

We understand that we may be asked to withdraw our child(ren) from the school or our child(ren) may not be invited to return the following year, if we fail to fulfill our responsibilities under the Handbook and any additions and amendments that may be made. Our signatures below indicate our commitment to fulfill our obligations to the requirements of the Handbook.

Father's Printed Name

Father's Signature

Date

Mother's Printed Name

Mother's Signature

Date

As a student of St. Jerome School, I have reviewed the School/Student Handbook and understand and agree to follow the policies and procedures stated in the Handbook.

Student's Printed Name

Student's Signature

Date

Student's Printed Name

Student's Signature

Date

Student's Printed Name

Student's Signature

Date

Student's Printed Name

Student's Signature

Date

Please return this signed form no later than the first day of entry at St. Jerome School.



St. Jerome School Parent Permission for the Publication of Student Work/Pictures

I understand that from time-to-time the school may wish to publish examples of student projects, photographs of students, and other work posted on the Internet or other publication will include only the student's last name's initials and first name.

I acknowledge that our school's website content is not private and can be reviewed, copied, downloaded and transmitted by anyone with access to the Internet and that the school has no control over this. I hereby waive, release and forever discharge any and all claims, demands or causes of action against the school and its faculty, staff, employees, agents, contractors and any other person, organization or entity assisting the, in connection with the posting of information on the school's Internet website or other publication or that use of that information and expressly assume the risk of any injury or damage resulting from said posting of information on the website or other publication.

I further understand and agree that the authorization remains in effect until such time as it is withdrawn in writing. I understand that if I change my mind relating to this authorization, that I will submit another authorization form to the school for any other further publication. However, publication that has already been previously posted will remain as published until the school chooses to take I down.

Please check one of the following:

My child(ren)'s work, photograph, voice can be published on the Internet and any other publication material.

I do not want my child(ren)'s work, photograph, voice to be published on the Internet or any other publication with the exception of yearbook.

Name of Student: _____ Grade: _____

Name of Student: _____ Grade: _____

Name of Student: _____ Grade: _____

Name of Student: _____ Grade: _____

Print Parent Name: _____ Parent Signature: _____ Date: _____



Class Roster Publication Permission Slip Form

We are asking for you family contact information for the school roster and for permission to share your information with St. Jerome's School Support Organization and the rest of the class this school year. Please fill out the information below and return it as soon as possible. This roster provides a valuable tool to communicate class activities and helps children obtain homework assignments should they forget them at school as well as provided your family with information about school activities and events. Thank you!

Please return to the office.

Oldest Child's Name: _____ Child's Grade: _____

Name of Parent's: _____

Home Address: _____

Phone Number's: _____

Email Addresses: _____

Please check one of the following:

Yes, please include our family contact information this school year.

No, please do not publish our family contact information.

Parent Signature: _____ Date: _____