



APPLICATION INFORMATION FOR
St. Maurice School
Kindergarten to Grade 6
2017-2018 School Year

Different Application Information Sheets are required for:

- International Students
- Students with Special Needs

Please visit the school's website (www.stmaurice.mb.ca) or request a copy from the school office.

Each applicant will be required to:

- a) Submit a completed St. Maurice School Application Form for each individual student applying.
- b) Submit an application fee of \$100.00 per individual student applying. Payment may be made in cash or by cheque made payable to "St. Maurice School". Please note:
 - In all cases, \$50 of the application fee is a *non-refundable* processing fee.
 - If the applicant is accepted, the remaining \$50 will be held as payment to the school's Programs Enrichment Fund (PEF), which is to be paid annually by every student attending St. Maurice.
 - If the applicant is not accepted, the \$50 PEF portion of the application fee will be refunded.
 - If the applicant is placed on the waiting list due to a lack of space, the entire \$100 application fee will be held until the applicant requests to be removed from the waiting list or the school determines that a space will unfortunately not be opening up for the applicant, in which cases the \$50 PEF portion of the application fee will be refunded. All waiting lists will expire on September 30th; parents/students still interested in St. Maurice School for the next school year will be required to complete all components of a new application process for St. Maurice School.
 - If the applicant chooses to withdraw his/her application, the \$50 PEF portion of the application fee will be refunded.
- c) Provide a copy of the student's most recent report card (except for applications for Kindergarten). If the application is submitted prior to March 1st for a September entry into St. Maurice School, parents are asked to submit an updated report card as this becomes available from the applicant's current school.
- d) Provide a copy of the student's birth certificate. If the student is not a Canadian citizen, Proof of Permanent Resident Status must also be provided.
- e) Provide a copy of the student's baptismal certificate - required if the applicant is indicated as Catholic.
- f) Have a Sending School Questionnaire (SSQ) completed and returned to St. Maurice School by the student's current school Principal* or delegate. The parent or guardian of the student must sign as indicated near the top of this form to permit the current Principal to release the requested information (as required by FIPPA, the Freedom of Information and Protection of Privacy Act (Manitoba), and PHIA, the Personal Health Information Act). The parent or guardian of the applicant is responsible for providing this signed form to the Principal of the applicant's current school. The Principal is asked to complete and fax this Sending School Questionnaire directly to St. Maurice School (fax number: 204-452-4050) as soon as possible.

*For Kindergarten applicants, this form should be completed by the child's Daycare/Nursery School Coordinator, if applicable, and faxed directly to St. Maurice School at fax number: 204-452-4050
- g) Personal Interviews: Applicants will be notified by phone or by mail of their interview appointment time.
 - Kindergarten Applicants: All applicants for Kindergarten are to attend an interview for the parent(s) and child with a St. Maurice School administrator/resource teacher.
 - Grade 1 Applicants: Should a space become available for Grade 1, applicants in the highest priority levels (see the Admissions Policy below) will be called to book an interview time for the parent(s) and child with a St. Maurice School administrator/resource teacher.
 - Interviews for other levels (Grades 2 to 6) may be requested by the school (often due to special circumstances; eg. students from out of province, home-schooling, etc).

Your son or daughter's application will only be processed once ALL of the required documentation has been received by St. Maurice School.

APPLICATIONS FOR 2017-2018 WILL BE ACCEPTED AFTER OCTOBER 3rd, 2016.

Please note that there is no first-come served prioritizing; all complete applications received by the priority deadline will be considered in one pool of new applicants for each grade level.

PUBLIC OPEN HOUSE for KINDERGARTEN to GRADE 6 ON THURSDAY, FEBRUARY 16th, 2017 AT 6:30 PM

THE PRIORITY DEADLINE FOR ALL APPLICATIONS IS THURSDAY, MARCH 9th, 2017

It is strongly recommended that the school office receive your complete application on or before the priority deadline above - some grade levels will become full, as will some option courses in the high school.

Applications submitted after the priority deadline may need to be placed on a waiting list.

NO LOCAL APPLICATIONS FOR 2017-2018 WILL BE CONSIDERED AFTER AFTER SEPTEMBER 1st, 2017

- **Kindergarten:** Children must be five years old on or before December 31, 2017 in order to register for Kindergarten at St. Maurice School for 2017-2018.
- **Applications for International Students:** Please obtain a copy of the International Students Application for St. Maurice School. Such applications require additional documentation and are subject to various conditions outlined in that document.
- **Applications for Students with Special Needs (Level II or Level III disabilities):** Please obtain the Application Information Sheet for Students with Level II or Level III Disabilities. Such applications require additional documentation and must be submitted on or before the last school day of February 2017 for consideration for the 2017-2018 school year.

CONTACT INFORMATION FOR ST. MAURICE SCHOOL

Address: 1639 Pembina Highway, Winnipeg, MB R3T 2G6
Telephone: 204-452-2873 or 204-453-4020
Fax: 204-452-4050
Email: info@stmaurice.mb.ca
Website: www.stmaurice.mb.ca

St. Maurice Daycare: 1619 Pembina Highway Telephone 204-475-4045
St. Maurice Before and After School Program for K-6: Telephone 204-284-0881

ADMISSION POLICY, Kindergarten and Grades 1 to 6

St. Maurice School's acceptance process sets out to match the needs of individual applicants with the educational setting and Catholic atmosphere of St. Maurice School.

Information regarding each Kindergarten to Grade 6 applicant is obtained through a process which includes the review of:

- a copy of the student's most recent report card (except for Kindergarten applicants)
- a Sending Daycare/School Questionnaire

For Kindergarten and Grade 1 applicants, the process also includes:

- an interview for the parent(s) and child with a St. Maurice School administrator/resource teacher.
Note: Interviews with Grades 2 to 6 applicants may be requested by the school in some instances; for example: students from out of province, home-schooling, etc.

Note: Applicants currently registered in a home-schooling program will be required to supply additional information and documentation regarding the curriculum/program followed, assessments and outcomes attained.

Criteria for Admissibility

The information collected is used to determine if:

- all special staffing, programs, equipment, and/or physical facilities required by the student are available,
- the academic program offered by the school would provide an educational environment beneficial to the student's learning potential, and
- the student's behaviour and attitude is in keeping with the standards of St. Maurice School

For Kindergarten:

Provided the admissibility criteria are met, priority for an available space will be given to a:

- 1) Registered parishioner* of St. Vital Roman Catholic Church with an older sibling(s) already attending St. Maurice School
- 2) Registered parishioner* of St. Vital Roman Catholic Church
- 3) Catholic with an older sibling(s) already attending St. Maurice School
- 4) Catholic child of a graduate alumnus of St. Maurice School
- 5) Catholic attending the St. Maurice Daycare
- 6) Catholic
- 7) Non-Catholic with an older sibling(s) attending St. Maurice School
- 8) Non-Catholic child of a graduate alumnus of St. Maurice School
- 9) Non-Catholic attending the St. Maurice Daycare
- 10) Non-Catholic

For Grades 1 to 6:

Provided the admissibility criteria are met, priority for an available space will be given to a:

- 1) Registered parishioner* of St. Vital Roman Catholic Church with a sibling(s) already attending St. Maurice School
- 2) Registered parishioner* of St. Vital Roman Catholic Church
- 3) Catholic with a sibling(s) already attending St. Maurice School
- 4) Catholic child of a graduate alumnus of St. Maurice School
- 5) Catholic who is presently attending at another Catholic school
- 6) Catholic
- 7) Non-Catholic with a sibling(s) already attending St. Maurice School
- 8) Non-Catholic child of a graduate alumnus of St. Maurice School
- 9) Non-Catholic who is presently attending at another Catholic school
- 10) Non-Catholic

*The St. Vital Parish Office considers a “parishioner” to be someone who is registered, attending and contributing to the parish for at least 4 months prior to the application submission to St. Maurice School.

SCHOOL HOURS

The school doors open at 8:30 am and close at 3:45 pm. No supervision is provided by St. Maurice School before 8:30 am or after 3:45 pm. Parents interested in the St. Maurice Before and After School Program may obtain more information by calling 204-284-0881. Placements into the Before and After School Program cannot be made until after the student has been officially accepted into St. Maurice School.

K to 6 classes run from 8:35 a.m. to 11:45 a.m. and from 12:45 p.m. to 3:15 p.m. Lunch break, 11:45 am to 12:45 pm:

- A supervised lunch period is provided. K-6 Students eat their lunch in their classroom and have an outdoor lunch recess on school property.
- Students will bring their lunch foods from home or can pre-order prepaid healthy lunches prepared by the school cafeteria. Other special lunch days (pizza day, etc) are noted on the monthly school calendars. Order forms will be sent home several days in advance and must be returned to the school with payment by the order deadline.
- White milk will be available for sale in 250 mL containers.
- K to 6 students are not permitted to go out for lunch unless the parents/guardians have informed the school in advance. The child must be picked up at their classroom by the parent/guardian.

Students are to come prepared to be dressed for outdoor recess on all school days. Indoor recesses will only be held if it is raining significantly or if the Environment Canada temperature or windchill is -27°C or colder.

ATTENDANCE

Regular and punctual attendance for all classes is required for a student to be successful in his/her academic endeavour. Parents are asked to contact the school if a student is going to be late or absent. Parents will be contacted by the school in the case of an unexplained absence.

REPORTING PERIODS

The K to 6 school year is divided into three formal reporting periods. Report cards will be issued in November, March and June. Parent Teacher Interviews are scheduled upon request after the November and March reporting periods.

RELIGIOUS INSTRUCTION

All students attending St. Maurice School are required to take part in Religion. Catholic Religion courses and activities such as religious retreats are compulsory at all levels. Attendance at grade Masses and school Masses is an integral and compulsory part of the Religion program.

HOMEWORK

All learning does not take place in the classroom. To reinforce the learning process, some grade-appropriate homework can be expected to be assigned to all students throughout the course of the school year. Homework such as class assignments, projects and reviewing should take precedence over other activities.

TEXTBOOKS

School textbooks are provided free of charge. Lost or damaged books must be paid for by the student to whom they were assigned.

THE ST. MAURICE SCHOOL PROGRAMS ENRICHMENT FUND (PEF)

The collection for the St. Maurice School Programs Enrichment Fund has replaced the major fundraising drives formerly required of all families, and will ensure that all families contribute equally towards the betterment of the programs at the school for all children in attendance. This fund will be used to provide "enrichment" to such programs as library, physical education, resource, classroom libraries, and to establish a reserve fund that can be used towards larger expenses that support existing school programs or create new programs. Please note that organizations and groups within the school (Parent Guild, Student Council, Social Justice Committee, Graduation Committee, etc.) will still offer some small scale fundraisers throughout the year in support of their causes and charities. However, students/parents/guardians will be under no obligation to purchase or sell the products offered. These small scale fundraisers will thus continue to provide a convenience and a service to parents who like to purchase Show and Save cards, magazine subscriptions, frozen foods, etc., while also providing an opportunity for student groups to learn organizational and leadership skills. St. Maurice Daycare and the Before & After School Program operate fundraisers independently from St. Maurice School.

St. Maurice School - Uniform Requirements - Kindergarten to Grade 6

St. Maurice School students must wear the St. Maurice School Uniform. The uniform promotes unity and reduces competition. Those items identified below with ♦ are to be purchased only through the school's official uniform supplier, Top Marks. Students will not be allowed to wear uniform garments that have been purchased elsewhere, even if garments come close to matching school uniforms. Otherwise, the fairness of the school uniform policy is jeopardized. All students must wear the school uniform in a proud and presentable fashion. Students new to St. Maurice may only place their order after receiving their official letter of acceptance.

BOYS

- ♦ Iris blue OR white polo shirt crested with the St. Maurice School logo (long or short sleeved), AND
- ♦ Navy blue boys pants (pull-on or dress pants), OR
- ♦ Navy blue walking shorts (permitted during September, October, April, May and June only)

GIRLS

- ♦ White uniform blouse (long or short sleeved), AND
- ♦ Blackwatch plaid V-front jumper crested with the St. Maurice School logo, AND
- Plain navy blue tights or plain navy blue knee socks

OR

- ♦ Iris blue OR white polo shirt crested with the St. Maurice School logo (long or short sleeved), AND
- ♦ Navy blue girls pants, OR
- ♦ Navy blue walking shorts (permitted during September, October, April, May and June only)

Note: the blouse can only be worn with the jumper, the polo shirt can only be worn with the pants/shorts

BOTH SEXES

- ♦ Optional: Navy blue fleece cardigan crested with the St. Maurice School logo
(No other sweaters, sweatshirts or pull-overs will be permitted)

All students must wear the uniform in a proud and presentable fashion. Students may be required to wear their full uniform whenever they are away from the school and are acting as ambassadors/representatives of the school.

Physical Education Uniform

Kindergarten to Grade 2 Students:

Students in K and Grades 1 and 2 will not change for Phys. Ed. Girls are required to wear shorts under their uniform jumpers, and all students are required to wear non-marking runners.

Grade 3 to Grade 6 Students:

Blue T-shirt crested with the St. Maurice School logo, St. Maurice School Track T-shirt, or St. Maurice School sportswear logo T-shirt

(Please contact the school office for gym uniform T-shirt sales information)

Navy blue shorts, navy blue sweatpants, or St. Maurice School sportswear sweatpants

Non-marking runners

ST. MAURICE SCHOOL - TUITION SCHEDULE

SCHOOL YEAR: 2017-2018

KINDERGARTEN - FULL TIME, per student \$242.00 per month \$2,420.00 annually

GRADE 1 TO GRADE 6:

First Child	\$ 216.00 per month	\$2,160.00 annually
Second Child	\$ 108.00 per month	\$1,080.00 annually
Each additional Child	\$ 54.00 per month	\$ 540.00 annually per child

The family plan for two or more children can only be offered for students in Grades 1 to 6.

GRADE 7 AND 8, per student: \$238.00 per month \$2,380.00 annually

GRADES 9 TO 12, per student: \$385.00 per month \$3,850.00 annually

INTERNATIONAL STUDENT TUITION, K-12, per student: \$10,000.00 annually, due in full before the first day of classes

The tuition fees are subject to change from year to year at the discretion of the St. Maurice School Board.

For newly-accepted students, a non-refundable 10% Advance Tuition amount is required to confirm the student's spot. Details and payment information will be included on the official Letter of Acceptance.

Tuition payments may be made by pre-authorized debit (PAD), with 10 post-dated cheques made payable to "St. Vital Parish", or in full at the beginning of the school year. A surcharge of \$20.00 will be applied for any cheque or pre-authorized debit not honoured by your financial institution, regardless of the reason.

A charitable donation tax receipt for the tuition fees of St. Maurice School is calculated according to Canada Revenue Agency's information circular #75-23. In part the circular reads as follows:

An official donation receipt will be issued for that portion of a payment which is in excess of the pro-rated "cost per pupil" for academic training. If the family has more than one child in attendance at the school, the "cost per pupil" portion will be multiplied by the number of children in the family.

If further clarification regarding this tuition schedule is needed please contact:

Mrs. Dionisia Roman-Osicki, Assistant to the Director, phone 204-453-0933

Approved June 21, 2016