

Registration Instructions (K-8):

The following items should be turned in at the time of registration.

- Signed Acceptance Information Letter
- Registration Form
- \$100.00 Registration Fee made payable to St. Gregory School
- Birth Certificate
- Baptism Certificate (If applicable, unless baptized at St. Gregory)
- Immunization Record
- Student Emergency Form
- Health History Form

The following items are yours to take home. Some of these forms are due at a later date.

- General Information
- Parent Clearance Information
- Tuition Information
- Family Share Program Information
- Uniform Policy (for Grades K-8)
- Health Packet (Physical & Dental Forms and Immunization Requirement Information)
- Pastor Verification Form (Anyone registered at a Catholic Parish other than St. Gregory must get this form signed by your pastor in order to receive the subsidized tuition amount. This form must be returned to the school office no later than **May 31st**.)

All registrations are subject to approval by the pastor and principal.

No child is permitted to enter school until a birth certificate and proof of immunizations are provided.

Any student transferring to St. Gregory during the school year will be subject to a 90 day probationary period.

Families are required to register in the FACTS Tuition Program by **June 1st**. The first tuition payment must be made by your selected payment date in August and your balance must be paid in full by your selected payment date in May.

Anyone who is interested in applying for financial aid through the Bishop's Education Fund (must be Catholic) or the Scholastic Opportunity Scholarship (may be non-Catholic) must apply on-line. The link will be made available on our school site as soon as it is available. These applications are typically due by the middle of March and you must have your taxes done to submit with the applications. If you have not applied for the BEF or SOS then you will not be considered for aide through the parish.

A little about our school:

Our Vision

Our vision, at St. Gregory School, is to ensure that all students receive a strong faith foundation which manifests the love of God and mutual respect for all. The strong collaboration among our school community fosters the development of each individual's unique gifts and talents to lead him/her to academic excellence. Through this, we are preparing our students to meet the challenges of today and tomorrow with determination.

Demographics

Since Saint Gregory School was established in January of 1911, it has provided a quality, Catholic education to the children of our area. The school presently has students enrolled in preschool through 8th grade. The student body is made up of children from four (4) counties; Allegheny, Beaver, Butler and Lawrence, and from twelve (10) Catholic parishes; Holy Family, Holy Redeemer, Our Lady of Peace, St. Catherine, St. Ferdinand, St. Fidelis, St. Gregory, St. Kilian, St. Raphael, and Sts. John & Paul. We also have several members of various non-catholic churches.

Transportation is provided from eleven (11) public school districts; Ambridge, Butler, Ellwood City, Freedom, Mars, New Brighton, North Allegheny, Riverside, Rochester, Seneca Valley, and Slippery Rock.

Admission

St. Gregory School admits students of any faith or race and provides the same rights, privileges, programs and activities to all who are enrolled in the school. However, since we are a Catholic school, all students are expected to fulfill all classroom requirements concerning the subject of religion and to attend and participate in weekly church services and programs with the exception of receiving the sacraments.

School regulations, in regards to admission of pupils, specify that a child must be of age on or before the 1st of September. Students entering the three year preschool must be three (3) years of age, students entering the four year pre-k program must be four (4) years of age, students entering kindergarten must be five (5) years of age, etc. *There will be no exceptions.*

All students entering Kindergarten must be have up-to-date immunizations. The student's birth and baptismal certificate (if not baptized at St. Gregory Church) must be presented at initial registration.

School Day

Preschool – 8:50-11:30 am

Our 3 year program is here on Tuesdays and Thursdays.

Our 4 year program is here on Mondays, Wednesdays and Fridays.

Grades K-8

Tardy Bell	8:50 am	Start of Class	9:00 am
Close of Class	3:15 pm	Dismissal	3:20 pm

Extended Day Care

Child Care is available for students in grades K-8 from 7:00 am before school until 6:00 pm after school each day that school is in session. If a child is not picked up by the time the car pool line has ended (about 3:25) he/she will be placed in the After School Care program. This program may be used daily, on specified days each week or on an occasional basis. There is an additional fee for this service and is billed on a monthly basis.

Activities

The following activities are available to the students. This list is subject to change:

Student Council

Forensics

Drama

Band

Children's Choir

P.J.A.S. (Pennsylvania Jr. Academy of Science)

Science Bowl (Science Competition)

Computer Programming

Baker's Dozen (Baking Class)

Lab Ratz (Science Program)

Athletics

The following athletic programs are available to the students.

Cross Country (Grades 1-8) Late Summer into Fall

Girls Volleyball (Grades 5-8) Fall

Boys & Girls Basketball (Grades 3-8) Late Fall through Winter

Little Dribbler's Basketball (Grades 1-2) Late Fall through Winter

Cheerleading (Grades 1-8) Late Fall through Winter

Boys Volleyball (Grades 5-8) Spring

Track & Field (Grades K-8) Spring

Football & Cheer (North Pittsburgh Catholic Ironmen)

SAINT GREGORY SCHOOL

VOLUNTEER CLEARANCE REQUIREMENTS

In an effort to help keep our children as safe as possible, the Diocese of Pittsburgh has implemented strict requirements for anyone who will be in contact with the children in any of their schools or parishes. Please review the following guidelines so that you can begin to take the steps necessary to be an active volunteer within our school. Until all of these requirements have been met, we are not able to allow you in the school beyond the main office.

Any parent, grandparent or other relative or friend who wants to volunteer in any aspect within the school (cafeteria volunteers, classroom mystery readers, coaches, etc.) is required to complete all of the following. . .

- Centralized DIOCESAN DATABASE
(Your *CRIMINAL CLEARANCE* will be run automatically when you register in the database. You do not have to submit this separately.)
- Pennsylvania CHILD ABUSE Clearance
- FBI Clearance
Volunteers who have lived in PA consecutively over the past 10 years are able to sign a waiver in lieu of getting their fingerprints done.
If you have lived outside of PA at any time over the past 10 years then you are required to get fingerprinted.
- PROTECTING GOD’S CHILDREN workshop
- MANDATED REPORTER training

There are links available on our school web site (stgregzelie.org) to help you through this process. To complete the On-Line Database you will need the access code: “protect”.

St. Gregory School 2019-2020 Tuition Rates



1 st Child with Parish Subsidy	\$ 3300.00
2 nd Child with Parish Subsidy	\$ 2150.00
3 rd Child with Parish Subsidy	\$ 1650.00
Each additional Child with Parish Subsidy	\$ 1500.00
1 st Child without Subsidy	\$ 4300.00
2 nd Child without Subsidy	\$ 3650.00
3 rd Child without Subsidy	\$3100.00
3 Year Preschool	\$100 per month x 10 months = \$1,000
4 Year Pre-K	\$120 per month x 10 months = \$1,200

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To qualify for parish subsidy, families must:

1. Be registered practicing Catholics – That means that families must attend and participate in the Sunday liturgies.
2. Use the church envelopes assigned to the family for the support and maintenance of the parish.
3. Be active in parish fund-raising functions.

Failure to follow these guidelines will result in tuition subsidy being denied and the family will be responsible for the full amount of non-subsidized tuition. Families not registered with Saint Gregory Parish must get a Pastor Verification Form signed by their Pastor.

All new families must register in the FACTS tuition program no later than **June 1**. The first tuition payment must be made by your selected payment date in August. All tuition must be paid in full by the selected payment date in May. Information about the FACTS program can be found on the other side of this page.

Information on tuition aide through the Scholastic Opportunity Scholarship (SOS) Fund will be made available online. We usually have this information by the first week in February. Please continue to watch for this information to be posted on the site. Parish aide will not be granted in the fall to any family who does not apply for aide through the SOS program first.

If a student withdraws or is expelled, no refunds will be given. Parents are responsible for any damage to books or school property and will be billed accordingly. **All families are expected to adhere to the expectations set forth in the St. Gregory School Family Share Program.**

FACTS Tuition Program:

St. Gregory School is partnered with FACTS Management Company to help us manage our tuition payment program and financial aid assessment. This program has proven to be more efficient and financially stable for St. Gregory School as well as providing convenience to our school families.

Here are the benefits of using FACTS for your tuition payment plan:

Payment Dates: You may choose either the 5th, 10th or 15th of each month as your payment date.

Convenience and Security: Along with multiple payment plan options, your payments are processed securely through a bank to bank transaction.

Payment Plan Options: Automatic payments can be made from a checking or savings account or from a variety of credit cards, if applicable. Keep in mind that when paying by credit card a nominal 2.8% convenience fee will be added. You can choose to have an invoice mailed to your home so you can pay by check or an invoice can be emailed for online payment.

Payment Fees: Sign-on fees have been established through FACTS to defray the cost of the program for St. Gregory School.

- There is no fee for in-full payment if paid by September 1.
- There is a \$10 per family annual charge for a twice/year payment plan. This plan is divided 50/50 with payments in August and February.
- There is a \$45 per family annual charge for the monthly payment plan. This plan begins in August and is divided over a 10-month period.

Peace of Mind Insurance: FACTS offers this optional benefit for only \$20/year, per family. In the event of death of the responsible party or spouse, the remaining tuition balance owed for the current school year is paid to the school.

Consumer Account: You may check your personal account or make payments online from the convenience of your home or office anytime.

It is important that St. Gregory School maintains a balance between its educational mission and financial stability and this is why we have chosen to work with the FACTS Management Company. Keep in mind that St. Gregory School still maintains the decision making. We will continue to work with families should special circumstances or hardship cases arise during the school year. If your family receives any type of financial aid, that amount will be incorporated into your payment schedule once the money is made available to us.

Family can register online for the FACTS Online Payment Plan using their website beginning February 1st. PLEASE COMPLETE THE PROCESS BY **JUNE 1st**.

Go to <https://online.factsmgt.com/signin/3N0GP> and you will find the step by step instructions from start to finish. When you are asked to provide an "optional" Family ID, this is actually NOT an option and this is a code that you create; it is not assigned. You can use both letters and/or numbers for this. If you have any questions there is a link on the school website that will explain everything.

We want to thank you for choosing St. Gregory School. It is important to us that we work together in order to provide the highest quality of education to your child/ren. We appreciate all our families and what they do for St. Gregory School as we remain committed to our mission.



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fax 724-452-4064
email schooloffice@stgregzelie.org
www.stgregzelie.org

Dear St. Gregory Families,

St. Gregory School is very blessed to have an active and engaged family community. Parent support and participation is critical to the success of our school. Volunteering is a wonderful way to meet other St. Gregory School families and form the lasting friendships that make your experience here even more unique.

The Diocese of Pittsburgh has a formula that all schools must adhere to regarding sources of revenue that cover the operating expenses of the school. Sixty percent of revenue must come from tuition. The parish may subsidize only up to 25% of the operating budget. Ten percent of the operating budget must be raised through fundraising, which is approximately \$100,000. The remaining 5% must be derived from general donations.

Did you know that St. Gregory Catholic School has one of the lowest tuition rates in the Diocese of Pittsburgh? You are paying for your child to receive a top-notch education and a strong faith foundation. Traditionally we have kept costs so low because we want Catholic education to be affordable for everyone. We are proud to say that we continue to do that every year. We also feel that collaboration among the entire school community is imperative to keep costs low, so we encourage our families to work together.

St. Gregory School Family Share Program formalizes this expectation and gives all of our families the opportunity to become more fully involved in the life of the school. As you will see, much of this is not new; we simply wanted to set clearer standards that are easier to understand. For example, we have always required cafeteria days, volunteer hours, and fundraising. The details are listed on the back of this page. We look forward to getting to know you and your family better and working together in a spirit of cooperation for the benefit of St. Gregory School.

Sincerely,

A handwritten signature in black ink that reads "Mrs. Harris".

Erin Harris
Principal

In addition to tuition payments, families at St. Gregory School are expected to:

1. Work **7 days in the cafeteria** OR pay a \$70 fee
2. Fundraise throughout the year. **EACH family is required to sell a minimum of \$300 in product** (which means around \$150 to the school when you figure an average of 50% profit per fundraiser) over the course of the school year towards *one or more* of the following fundraisers:
 - a. Christmas/Easter Candy
 - b. Candy bar sales
 - c. Mixed Bag
 - d. Yankee Candle
 - e. Lottery Calendar
 - f. Others to be determined
3. Participate in the St. Gregory School Family Share Program. **EACH family is required to work a minimum of 15 hours** over the course of the school year towards *one or more* of the following PTG or school events:
 - a. Great Pumpkin Race
 - b. Cold Turkey Shootout
 - c. Putt-Fore-Fun
 - d. Super Bingo
 - e. Fish Fry
 - f. Lawn Fete
 - g. Santa's Workshop
 - h. Santa/Pancake Breakfast
 - i. Auction Night
 - j. Winter Bingo
 - k. Others to be determined

Hardships: Any family facing a hardship or other situation that inhibits their ability to complete their St. Gregory Family Share requirement may request a reduction or exemption from the school's administration.

Families Starting Mid-Year: Hours will be prorated based on enrollment month.

Tracking: Families are responsible for logging their hours. All St. Gregory Family Share hours will be tracked and monitored through the online program found on www.stgregzelie.org. A quarterly family report will be generated.

Dates: Family Share hours are based on fiscal year July 1-June 30.

Athletics: If your child plays a sport, you are required to volunteer hours in addition to the St. Gregory Family Share requirement. Each team is responsible for setting up volunteers for concessions, score keeping, line judging, etc. However, Athletic Board members, head coaches and assistant coaches' hours will count towards the Family Share Commitment.

Who Can Earn Family Share Hours: Any person 16 years or older can contribute to your family's hours. This includes: parents, grandparents, siblings, aunts & uncles, cousins, family friends, etc.

Events Not Listed: Any event not listed can be submitted to administration for review.

Clearances: Everyone must complete the mandated Diocesan clearances found at www.stgregzelie.org.

St. Gregory Uniform Policy

All students are expected to adhere to the following uniform policy. Good grooming sets the tone for the general atmosphere of the school and reinforces our Catholic school identity.

Please put your child's initials or your family name in all St. Gregory clothing items.

Students not in uniform will receive: Grades 4-8 – a demerit; 3 demerits will mean detention
Grades K-3 – a letter to be signed and returned to school

GIRLS

Bottoms:

- Docker style dress pants or corduroy **in solid navy or tan khaki only** (no cargo pants, carpenter pants, leggings or skinny pants)
- Dress shorts or capris Apr 15th – Oct 15th (no shorter than 2" above the knee) **in solid navy or tan khaki only** (no cargo or carpenter shorts)
- Polo/collared dress, jumper or skirt (no shorter than 2" above the knee) **in solid navy, tan khaki or blue plaid only**

Tops:

- Dress blouse with collar **in solid white, navy or royal blue only**
- Polo shirt - long or short sleeve - **in solid white, navy or royal blue only**
- **White, navy or royal blue** long or short sleeve t-shirt, turtleneck, or tank may be worn UNDER collared shirts (must be tucked in)
- Sweaters (cardigan, v-neck, crew neck or vest) **in solid navy or white only**; collared shirt must be under sweater
- St. Gregory royal blue logo sweatshirt; collared shirt is not required under sweatshirt if the sweatshirt is worn all day

Accessories & Shoes:

- Makeup is NOT permitted – except nail polish
- Stud-style earrings only, excessive jewelry is not acceptable; one necklace worn under the shirt and one bracelet or wristband is acceptable
- Socks or opaque tights **in solid navy, black or white**, socks or tights must be worn daily
- Any belts worn must be solid color, **black or brown**
- Closed-toe **navy, black or brown** dress shoes; no more than 2" high *or*
- Tennis shoes **in grey, black and/or white** (**NO COLORS** or bright laces; small designer insignia is okay)

BOYS

Bottoms:

- Docker-style dress pants or corduroy **in solid navy or tan khaki only**
(no cargo pants, carpenter pants, baggy or skinny pants)
- Docker style dress shorts from Apr 15th – Oct 15th **in solid navy or tan khaki only**
(no cargo or carpenter shorts)

Tops:

- Dress shirt with collar **in solid white, navy or royal blue only**
- Polo shirt - long or short sleeve - **in solid white, navy or royal blue only**
- **White, navy or royal blue** long or short sleeve t-shirt, turtleneck or tank may be worn UNDER collared shirt (must be tucked in)
- Sweaters (cardigan, v-neck, crew neck or vest) **in solid navy or white only**; collared shirt must be under sweater
- St. Gregory royal blue logo sweatshirt; collared shirt is not required under sweatshirt if the sweatshirt is worn all day

Accessories & Shoes:

- Excessive jewelry is not acceptable; one necklace worn under the shirt and one bracelet or wristband is acceptable
- Socks **in solid navy, black or white only**, socks must be worn daily
- Any belts worn must be a solid color, **black or brown**
- Closed-toe **navy, black or brown** dress shoes *or*
- Tennis shoes **in grey, black and/or white**
(**NO COLORS** or bright laces; small designer insignia is okay)

GIRLS and BOYS

Mass:

- **Tan khaki** dress pants or skirts, no shorts or capris regardless of time of year
- St. Gregory **royal blue logo** polo shirt
- **White, navy or royal blue** long sleeve t-shirt or turtleneck may be worn under polo during cold weather
- Mass attire must also be worn on Holy days, even if Mass is on a physical education day

Physical Education:

Gym uniforms are optional but, if worn, must be purchased from the T-Shirt Loft or from the on-line Spirit Store. Gym uniforms are worn all day, students do not change for gym class.

- Students may follow normal school uniform with uniform appropriate tennis shoes
OR
- Students may wear the following from the T-Shirt Loft or the online Spirit Store:
 - St. Gregory **logo** sweatpants
 - St. Gregory **logo** gym shorts (shorts can be worn Apr 15th – Oct 15th)
 - St. Gregory **logo** t-shirt
 - Uniform appropriate tennis shoes

Hair:

- Natural color and conservatively styled
- Girls are permitted subtle hair accessories

Not Acceptable:

- Jeans
- Boots, sandals, clogs, Heelys, boots, moccasins, sparkly or flashing tennis shoes
- Stretch pants and leggings
- Bandanas, head scarves, hats
- Coats and jackets may NOT be worn while in the building

Spirit days:

Any spirit wear or a shirt from any Saint Gregory activity may be worn on spirit days.

Dress down days:

While the students do not have to be in uniform on dress down days, they must be dressed appropriately.

Pants cannot have holes, shorts and skirts must be no shorter than 2" above the knee and, if leggings are worn, the shirt must be long enough to cover the backside.

Shirts must cover appropriately (no bare backs, bellies or sides) and not include any inappropriate graphics or sayings. Spaghetti straps are not permitted.

Hats are not permitted unless specified as a hat day.

**THE SCHOOL HEALTH PROGRAM AND YOUR CHILD
SENECA VALLEY SCHOOL DISTRICT**

Immunizations required by Pennsylvania law

	ALL STUDENTS	7 TH GRADE
Diphtheria-Tetanus	4 doses (1 dose must be after 4 th birthday)	
Polio	3 doses	
Measles & Mumps ¹	2 doses	
Rubella (German measles) ¹	1 dose	
Hepatitis B	3 doses	
Varicella (chickenpox) ²	2 doses of varicella vaccine or history of disease	
Tdap (Tetanus, diphtheria, acellular pertussis) if 5 years have elapsed since last tetanus immunization		1 dose
Meningococcal conjugate vaccine (MCV)		1 dose

¹ Measles, mumps & rubella are usually administered as one shot called MMR.

² If your child has had the chickenpox disease, the vaccine is not required. A signed statement from the parent or physician with the date or age of the child when chickenpox occurred is acceptable.

Screenings as required by Pennsylvania law:

A physical examination upon original entry to school and in grades 6 and 11. *

A dental examination upon original entry to school and in grades 3 and 7. *

** Students who do not turn in a completed, private physical or dental exam form will be scheduled for an exam with the school doctor or dentist. Exams dated up to one year before the start of the school year in which the exam is required will be accepted.*

Height and weight measurement and determination of Body Mass Index-for-Age percentile annually. A vision test annually.

A hearing test in grades K, 1, 2, 3, 7, and 11. Scoliosis screening in grades 6 and 7.

Screening for pediculosis (head lice) where indicated.

The purpose of the screening program is to identify possible health problems that may require further evaluation and/or treatment. School screenings are not intended to replace periodic examinations by your family health practitioners. It is recommended that physical and dental examinations be conducted by your family physician or dentist, with payment being the responsibility of the parent. You can request a screening at any time if you suspect that your child may have a problem.

Parents may assist in maintaining students' good health by:

Providing proper meals at regular times. Insist that your child eat breakfast every day.

Have a regular bedtime. *School aged children need 9 – 12 hours of uninterrupted sleep every night.*

Dress young children according to weather conditions. Keep a sick child home from school.

Please follow these guidelines for keeping your child home from school.

- A fever of 100 or greater. A child must stay home until free of fever for 24 hours without the use of medication.
- Red eyes with drainage or that are “stuck together” upon awakening. Consult a health care provider.
- Vomiting the night before. Must tolerate a light diet before returning to school.
- Excessive coughing or nasal drainage



Dear Kindergarten Parents,

I am the school nurse for Seneca Valley School District that covers St Gregory School's Health Program.

Children entering kindergarten in Pennsylvania are required to have a completed dental exam, physical exam, and the following immunizations.

The required exams may be completed within one year of your child's current school year; September 1 will be the earliest date accepted for the coming school year. A copy of these forms are enclosed for your convenience. Many doctor's offices have computer systems that generate their own forms. A computerized form from the doctor's office is **more** than acceptable. A doctor does not need to complete the state form by hand.

Immunization information is a requirement of attendance by the State of Pennsylvania and must be submitted before the start of school.

For attendance in all grades:

- 4 doses of tetanus* (1 dose on or after the 4th birthday)
- 4 doses of diphtheria* (1 dose on or after the 4th birthday)
- 3 doses of polio
- 2 doses of measles**
- 2 doses of mumps**
- 1 dose of rubella (German measles)**
- 3 doses of hepatitis B
- 2 doses of varicella (chickenpox) vaccine (1st dose after 1st birthday)**

*Usually given as DTP or DTaP or DT or Td

**Usually given as MMRV: measles, mumps, rubella, & varicella

Please contact me with any questions or concerns at corriganwb@svsd.net. Alternatively, leave a message through the school office.

Sincerely,

Whitney Corrigan, RN,
BSN, CSN School Nurse