

Holy Spirit Catholic School

3120 Parkwood Lane † Maryland Heights, MO 63043

Phone: 314-739-1934

Dear Families,

Thank you for choosing Holy Spirit Catholic School! We offer a strong academic program that is grounded in our Catholic faith. With the support of our dedicated teachers, our excellent academic curriculum will challenge your children to reach their full potential. In our nurturing environment, students have opportunities to build self-confidence, develop leadership skills, and deepen their faith in God.

Please note, physical examinations with all immunizations up-to-date are required for students entering preschool, pre-kindergarten, kindergarten, grade 3, and grade 6. Also, all incoming kindergartners and new students at any grade level will need to complete a readiness screening before being admitted.

We look forward to partnering with you as we help your child grow in their academic skills and knowledge and develop a love of self, a love of others, and a love of God.

Sincerely yours,

A handwritten signature in black ink that reads "Kathryn L. Koberlein".

Kathryn L. Koberlein
Principal



HOLY SPIRIT CATHOLIC SCHOOL

3120 Parkwood Lane † Maryland Heights, MO 63043

Phone: 314-739-1934

2022-2023

EARLY CHILDHOOD, KINDERGARTEN THROUGH GRADE 8

Holy Spirit Parish's policy is that the parent(s) or responsible guardian(s) of student(s) enrolled in the parish early childhood program and elementary school shall make tuition/fee payments on behalf of the student(s) for whom they are responsible. Tuition & fees for the 2022-2023 school year are as follows:

Early Childhood Program					
Plan	Annual Rate	Semi Annual	Monthly (12)	Monthly (10)	Monthly (9)
5 Full Days Preschool & Pre-Kindergarten	\$5,062.00	\$2,531.00	\$441.84	\$506.20	\$562.45
3 Full Days Preschool & Pre-Kindergarten	\$4,108.00	\$2,054.00	\$342.34	\$410.80	\$456.45
5 Half Days Preschool & Pre-Kindergarten	\$3,341.00	\$1,670.00	\$278.42	\$334.10	\$371.23
3 Half Days Preschool ONLY	\$2,940.00	\$1,470.00	\$245.00	\$294.00	\$326.67

EARLY CHILDHOOD PROGRAM FEES:

Pre-School & Pre-Kindergarten: Registration \$100 per child must accompany application

All children attending the Early Childhood Programs must be potty trained.

Kindergarten thru Grade 8					
Plan	Tuition Rate	Annual 2% Discount	Semi Annual 1% Discount	Monthly (12)	Monthly (10)
1 Student	\$4,085.00	\$4,003.30	\$2,022.07	\$340.43	\$408.50
2 Students	\$6,817.00	\$6,675.66	\$3,374.41	\$568.09	\$681.70
3 + Students	\$8,426.00	\$8,257.48	\$4,170.87	\$702.17	\$842.60

KINDERGARTEN THROUGH GRADE 8 FEES:

Registration Fee of \$100 per family must accompany application along with a completed Tuition Payment Option Form. Both are due Tuesday, March 1, 2022 to hold your family's spot. Open enrollment begins on Wednesday, March 2, 2022.

Book Fee of \$175 per child paid through FACTS. Book Fees are due by Friday, May 27, 2022. (Book Fees includes classroom fees, party fee and technology support)

ALL families will pay tuition & fees through FACTS, a tuition payment and processing system. There is a \$50 fee payable to FACTS for their services. Families may sign up on line at <https://online.factsmgt.com/signin/42TC7>. FACTS accepts payments ACH through checking/saving accounts or credit card.

Questions:

Please contact Mrs. Katie Koberlein, Principal: kkoberlein@holyspiritstl.org 314-739-1934



Holy Spirit Catholic School

2022-2023 Fees / Tuition Payment Option Form

Parent/Guardian/s Name: _____

Address: _____

City: _____ State: _____ ZIP: _____

Email: _____

	Phone Number
Name(s) of Child(ren)	Grade Attending in August 2022
Student's Name: _____	Grade: _____

Please note that a registration fee of \$100 per program is due with this form.

<u>Kindergarten – Grade 8</u>	<u>1 Student</u>	<u>2 Student</u>	<u>3 Children</u>	<u>4 Children</u>
Tuition	\$4,085	\$6,817	\$8,426	\$8,426
Book Fee	\$175	\$350	\$525	\$700
Early Childhood Program Circle program attending → →	5 Full Days	3 Full Days	5 Half Days	3 Half Days
Preschool (Circle which program)	\$5,062	\$4,108	\$3,341	\$2,940
Pre-Kindergarten (Circle which program)	\$5,062	\$4,108	\$3,341	

Tuition Options (All Payment Plans are processed through FACTS):

- Option 1 – Annual Payment Plan: Annual payment qualifies for 2% discount if paid in full by September 1.
- Option 2 – Semi Annual Payment Plan: Semi Annual payments qualifies for a 1% discount if paid in full by January 1.
- Option 3 – Monthly Payment Plan: 12 monthly payments beginning in July 2022 and ending in June 2023. Payment plans for fewer months are available, but will result in higher payments amounts. Payment plans must be complete by April 30. There is a \$50 fee payable to FACTS for this service. Families may sign up on line at <https://online.factsmgt.com/signin/42TC7>.

This completed form must be returned to the School Office with your family's registration fee. Both are due Tuesday, March 1, 2022 to hold your family's spot. Open enrollment begins on Wednesday, March 2, 2022. If you have any questions, please contact the School Office at (314) 739-1934

Responsible Party for Tuition Payments: _____

Address: _____
Street City State ZIP

Email: _____

Phone Number

I agree to make tuition payments for the 2022-2023 school year according to the option chosen above.

Signature Date

For Office Use Only: Date Received: _____ Check #: _____ Cash: _____ Amount: _____



Ready to Attend Your Favorite Catholic School?

Apply Now!

ttef-stl.org



Scholarship Applications Open Online January 18, 2022

Did You Know?



TTEF provides scholarships to all Catholic elementary schools in the Archdiocese of St. Louis.



1 in 5 Catholic elementary students receive a TTEF scholarship.



Contact Laura George, Senior Director of Scholarships with questions at: 314.792.7777 or laurageorge@archstl.org



TODAY & TOMORROW

CHANGING THE FUTURE — ONE CHILD AT A TIME





¿Listo para asistir a su escuela católica favorita?

Aplicar ahora!

ttef-stl.org



Solicitudes de becas abiertas el 18 de enero de 2022

¿Sabías Que?



TTEF ofrece becas a todas las escuelas primarias católicas en la Arquidiócesis de St. Louis.



1 de cada 5 estudiantes católicos de primaria recibe una beca TTEF.



Póngase en contacto con Laura George, Directora Senior de Becas con preguntas al: ttef@archstl.org



TODAY & TOMORROW

CHANGING THE FUTURE — ONE CHILD AT A TIME





Holy Spirit Catholic School

New Student APPLICATION

2022-2023 School Year

For Office Use Only

Received: _____
 Received by: _____
 Application Fee Paid: _____
 Family Account #: _____
 Tuition Assistance: Yes No
 T&T AAS ACA Other
 Received:
 Transcripts
 Birth Certificate
 Discipline Record
 Immunizations
 Baptismal Record, if Catholic
 Sibling Consideration
 Name(s) of Sibling(s) Attending:

Student's Name _____

Grade Applying To Pres PreK Kdg. 1st 2nd
 Please check one: 3rd 4th 5th 6th 7th 8th

Please complete the entire form. Please print legibly.
 If you have any questions regarding this form, please contact
 Mrs. Katie Koberlein, Principal, or Mrs. Kate Ayres, Secretary, at (314) 739-1934

STUDENT INFORMATION			
Legal LAST Name	Legal FIRST Name	MIDDLE Name	Preferred FIRST Name
Home Address (Number, Street, Apt. #)			
City / State / ZIP		Home Phone ()	
Date of Birth (Month/Day/Year) ____/____/____	Student's Social Security Number (Optional) ____-____-____	Gender (check one) <input type="checkbox"/> Male <input type="checkbox"/> Female	
Place of Birth (City, State and Country if not the US)		Primary Language Spoken at Home	
Student's Religion	Parish/Church where Family is registered:	Pastor	
Describe the family situation (check all that apply) <input type="checkbox"/> Married <input type="checkbox"/> Single <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Deceased (Father/Mother/Both) <input type="checkbox"/> Other: _____ <input type="checkbox"/> Father has custody* <input type="checkbox"/> Mother has custody* <input type="checkbox"/> Joint custody* <input type="checkbox"/> Guardian has custody* <i>*If applicable, please submit a copy of the court-mandated parenting plan with the application.</i>			
Student lives with (please check all that apply): <input type="checkbox"/> Both parents/guardians <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Mother/Stepfather <input type="checkbox"/> Father/Stepmother <input type="checkbox"/> Grandparent(s) <input type="checkbox"/> Other: _____			
Please check one box <input type="checkbox"/> Black <input type="checkbox"/> Asian <input type="checkbox"/> Amer. Indian/Native Alaskan <input type="checkbox"/> Native Hawaiian/Pac. Island <input type="checkbox"/> White <input type="checkbox"/> Multi-Racial Student Ethnicity: Please check one box <input type="checkbox"/> Non-Hispanic/Non-Latino <input type="checkbox"/> Hispanic/Latino			
Public School District in Which the Family Resides _____		Public School Student Would Attend in District _____	

SCHOOL BACKGROUND OF STUDENT (Include Preschool)

Name of School	Address	Grade(s)	Reason for Leaving

SIBLING INFORMATION

Name	Birth Date	Grade in 2021-2022	School Attending <small>(Indicate if applying here)</small>

PARENT / GUARDIAN INFORMATION

Person responsible for tuition

Prefix	FIRST Name	MIDDLE Name	LAST Name	MAIDEN Name	Preferred FIRST
Home Address (Number, Street, Apt.)				City / State / ZIP	
Home Phone		Cell Phone		Work Phone	
Employer and Position		Religion and Parish (or Church, if not Catholic)			

PARENT / GUARDIAN INFORMATION

Prefix	FIRST Name	MIDDLE Name	LAST Name	MAIDEN Name	Preferred FIRST
Home Address (Number, Street, Apt.)				City / State / ZIP	
Home Phone		Cell Phone		Work Phone	
Employer and Position		Religion and Parish (or Church, if not Catholic)			

STEP-FATHER INFORMATION

Prefix	FIRST Name	MIDDLE Name	LAST Name	Preferred FIRST
Home Address (Number, Street, Apt.)				City / State / ZIP
Home Phone		Cell Phone		Work Phone
Employer and Position		Religion and Parish (or Church, if not Catholic)		

STEP-MOTHER INFORMATION

Prefix	FIRST Name	MIDDLE Name	LAST Name	MAIDEN Name	Preferred FIRST
Home Address (Number, Street, Apt.)				City / State / ZIP	
Home Phone		Cell Phone		Work Phone	
Employer and Position		Religion and Parish (or Church, if not Catholic)			

GRANDPARENT INFORMATION

Paternal Grandparent(s) Name(s)

Home Address	City / State / ZIP
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Maternal Grandparent(s) Name(s) _____

Home Address	City / State / ZIP
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MEDICAL INFORMATION (MUST BE COMPLETED FOR ALL STUDENTS IN A FAMILY)

Student's Physician _____ Phone () _____

Student's Dentist _____ Phone () _____

Hospital where student should be taken if parent or physician is unavailable _____

Allergies and other Medical Conditions (check all that apply)

- Allergies: _____
- Food Allergies: _____
- Asthma Diabetes Epilepsy/Seizures Heart Problems Recurring Illness
- Other Medical Concern: _____
- Medications are to be taken at school (please complete Medication Authorization form)

EMERGENCY CONTACTS (OTHER THAN PARENT/GUARDIAN – TWO ARE REQUIRED)

By listing a person as an Emergency Contact, they are also allowed to pick-up the student from school.

Name	Relationship to Student	Phone(s)
#1 (required)		()
#2 (required)		()
#3 (optional)		()

In case of accident or serious illness where I and the people designated above are unable to be reached, I hereby authorize the school to call the physician or dentist listed and to follow his/her instructions. If the physician or dentist is unable to be contacted, the school may make whatever arrangements are deemed necessary.

Parent/Guardian signature _____ Print name _____ Date _____

ADDITIONAL INFORMATION

Has this student ever been evaluated for:

<input type="checkbox"/> Learning Disability	<input type="checkbox"/> Behavioral Disorder	<input type="checkbox"/> Speech Therapy	<input type="checkbox"/> Physical Therapy
<input type="checkbox"/> Occupational Therapy	<input type="checkbox"/> Language Disability	<input type="checkbox"/> Counseling (individual)	<input type="checkbox"/> Counseling (family)

Date of evaluation, if checked above: _____ Place: _____

Name of evaluator: _____

Diagnosis(es): _____

Does this student have an IEP? Yes No Date Implemented: _____

If "yes," we will need a copy of the IEP for our records.

SACRAMENTAL INFORMATION (CATHOLIC STUDENTS) CERTIFICATES REQUIRED

Sacrament	Date	Parish	Location
Baptism			
First Reconciliation			
First Communion			
Confirmation			

To the best of my/our knowledge, the above information is true and correct. (Parent(s)/guardian(s) are reminded that misrepresenting this information will hinder the school's ability to adequately care for the student.)

Parent/Guardian signature _____ Print name _____ Date _____

Please indicate how you heard about Holy Spirit Catholic School:

Were you referred by a current Holy Spirit Catholic School family? If so, please list the family name:

Statement of Confidentiality:

It is the policy of this school that all information received regarding an applicant's application will be treated with complete confidentiality. Only authorized school personnel have access to such information.

Non Discrimination Policy:

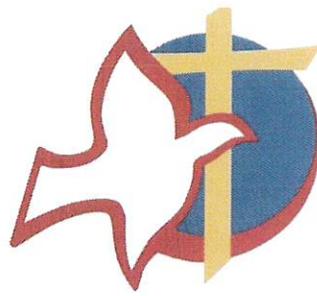
Holy Spirit Catholic School will admit students of any race, religion, color, or national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to our school. This school will not discriminate on the basis of race, religion, color, or national and ethnic origin in admission policies, scholarships, athletic, and other school administered programs.

*Please submit this completed application along with the non-refundable fee of \$100 per family
(Make check/money order payable to "Holy Spirit Catholic School")*

**Upon receipt and review of completed application materials,
all applicants will be informed of their acceptance status.**

Contact Us

Mrs. Katie Koberlein, Principal
3120 Parkwood Lane
Maryland Heights, MO 63043
Phone: 314-739-1934
Fax: 314-739-7703
www.holyspiritstl.org



Holy Spirit Catholic School
"Where the Spirit Guides You!"

Spirit Zone After-Care Program
2022-2023

"Spirit Zone" for Early Childhood & Full Time School
(Pre-School through Grade 8):

- \$9.00 per child, per day
- Schedule: 3:00 PM – 6:00 PM and Noon to 6:00 PM on half days due to faculty meetings. NOTE: There will be a 15-minute grace period to allow for occasional delayed pick-ups.
- Half day/Noon dismissal; \$14.00 per child, per day. Lunch will be provided.
- Location: Holy Spirit School Gym

Billing: Hours are billed Monday – Friday; all billing and payments will be processed monthly through FACTS as an Incidental. Incidentals are billed and paid separately from tuition. An email notification will be sent when payment is due.

**HOLY SPIRIT CATHOLIC SCHOOL
SPIRIT ZONE EXTENDED CARE PROGRAM
REGISTRATION FORM
2022 - 2023**

Family Name: _____ Father's Name: _____ Mother's Name: _____

Address: _____ Apt# _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Father's Work Phone: _____ Cell Phone: _____

Mother's Work Phone: _____ Cell Phone: _____

Emergency Name or Contact (if parents can't be reached): _____

Emergency Phone Number of above Contact Person: _____

Name of Person (s) who authorized to pick up the children:

Name: _____ Phone: _____ Relationship: _____

Number of children participating in the program _____

Child's Name: _____ Grade: _____ Birthday: _____

Child's Name: _____ Grade: _____ Birthday: _____

Child's Name: _____ Grade: _____ Birthday: _____

Please list allergies, DIETARY RESTRICTIONS OR OTHER HEALTH PROBLEMS YOUR CHILD/CHILDREN MAY HAVE:

Please note what approximate days your child/children will attend:

	PM	CHILD#1	CHILD#2	CHILD#3
MONDAY:	_____	_____	_____	_____
TUESDAY:	_____	_____	_____	_____
WEDNESDAY:	_____	_____	_____	_____
THURSDAY:	_____	_____	_____	_____
FRIDAY:	_____	_____	_____	_____

**** PLEASE READ THE IMPORTANT FEE AND PAYMENT INFORMATION ON THE COVER PAGE OF THIS FORM.****

HOLY SPIRIT CATHOLIC SCHOOL
GRADES Pre-K through 8
2022-2023
UNIFORM CODE FOR GIRLS

Dress, appearance, neatness, and cleanliness correlate with students' general work habits, self-esteem, self-discipline, and attitude toward learning. Students will follow the uniform guidelines.

- JUMPER:** Grades Pre-K - 8 "Holy Spirit" Plaid Jumper. NO MORE THAN 2" inch above knee.
- SKIRT:** Grades 5 – 8 "Holy Spirit" Plaid Skirt. NO MORE THAN 2" inch above knee.
- SKORT:** Grades Pre-K–5 Grade Navy Blue single front flap twill skort. NO MORE THAN 2" inch above knee.
August and September (October left to the discretion of Principal)
April through the end of the school year.
- SHORTS:** Grades Pre-K - 8 Navy Blue dress style uniform walking shorts. **No** cargo pockets.
August - September (October left to the discretion of Principal)
April through the end of the school year.
- PANTS:** Grades Pre-K - 8 Navy Blue dress style, twill or corduroy uniform pants. **No** cargo pockets.
- LEGGINGS:** Grades Pre-K – 8 Navy Blue leggings may be worn under jumper. Sweatpants and PJ pants are not permitted.
- BELTS:** Grades K – 8 Must be worn with shorts and pants. Any dark color.
- SHIRTS:** Grades Pre-K - 8:
- Plain White, short or long sleeve knit polo or plain White round collar blouse
 - Plain White knit turtlenecks. No logos.
 - Red short or long sleeve knit polo with "Holy Spirit Logo" MUST be purchased through school
 - Plain White under garments No colored, prints, patterns or logos.
 - MUST be tucked in at all times.
- SWEATERS:** Grades Pre-K - 8 Plain Navy Blue cardigan, vest, or v-neck pullover.
- SWEATSHIRT:** Grades Pre-K - 8 Navy Blue or Red sweatshirt with "Holy Spirit" logo. Must be purchased through school

NOTE: Grade 8 students may wear his/her class t-shirt and/or sweatshirt year round.

- SOCKS:** Grades Pre-K - 8:
- Plain White, Navy or Black socks. Socks must be visible with **No** logos
 - Plain Navy Blue knee socks.
 - Navy Blue tights.
- SHOES:** Grades Pre-K - 8:
- Tennis shoes that reveal the ankle bone, **No** High Top, **No** light- up
 - **No** boots or heels. Dress shoes may be worn.
 - All shoes must have crepe soles or soft rubber soles
 - Heel of the shoe MUST be enclosed. (No heelys)
- HAIR:** Pre-K – Grade 8:
- Hair is to be styled away from face.
 - Bang's length top of eyebrow or a clip must be in at all times.
 - Radical hair styles/cuts or hair coloring (**tinting/streaking/frosting**) is PROHIBITED.
 - All hair color **must remain** the child's **natural color**. As determined by the principal.

HOLY SPIRIT CATHOLIC SCHOOL
GRADES Pre-K through 8
2022-2023
UNIFORM CODE FOR BOYS

Dress, appearance, neatness, and cleanliness correlate with students' general work habits, self-esteem, self-discipline, and attitude toward learning. Students will follow the uniform guidelines.

PANTS: **Grades Pre-K – 8** Navy Blue dress style, twill or corduroy uniform pants. **No** cargo pockets.

SHORTS: **Grades Pre-K – 8** Navy Blue dress style uniform walking shorts. **No** cargo pockets. August and September (October left to the discretion of Principal) April through the end of the school year.

BELTS: **Grades K – 8** Must be worn at all times. Any solid dark color.

SHIRTS: **Grades Pre-K – 8:**

- Plain White short or long sleeve knit polo shirts. **No** logos.
- Plain White knit turtlenecks. **No** logos.
- Red knit long or short sleeve knit polo with "Holy Spirit Logo" must be purchased through school.
- Plain White Undershirts **No** logos.
- Must be tucked in at all times.

SWEATER: **Grades Pre-K – 8** Plain Navy Blue cardigan, vest, or V-neck pullover.

SWEATSHIRT: **Grades Pre-K – 8** Navy Blue or Red sweatshirt with "**Holy Spirit**" logo. MUST be purchased through school.

NOTE: **Grade 8 students may wear his/her class t-shirt and/or sweatshirt year round.**

SOCKS: **Grades Pre-K – 8** Plain White, Navy or Black socks. Socks must be visible with **No** logos

SHOES: **Grades Pre-K – 8**

- Tennis shoes that reveal the ankle bone, **No** high top, **No** light- up
- **No** boots or heels. Dress shoes may be worn.
- All shoes must have crepe soles or soft rubber soles
- Heel of the shoe must be enclosed. (**No** heelys)

HAIR: **Grades Pre-K – 8**

- May not touch the shirt collar.
- Side length may not touch top of ears.
- Front length may not touch the top of eyebrow.
- Radical hair styles/cuts or hair coloring (**tinting/streaking/frosting**) is prohibited.
- All hair color must remain the child's **natural color**.
- No lines maybe cut into hair.
- As determined by the principal

NAILS & MAKE-UP: **Grades Pre-K – 8** **No** nail polish and/or make-up

JEWELRY: **Grades Pre-K – 8** Watch and one religious medal may be worn. No earrings.

PHYSICAL EDUCATION: **GRADES 5 - 8 ONLY**

- Navy Blue "**Holy Spirit**" logo knit shorts (Grades 5-8)." Must be purchased through school.

PHYSICAL EDUCATION: **GRADES 5 - 8 ONLY**

- Plain White T-shirt or "**Holy Spirit**" logo PE T-shirt purchased through the school with "**Holy Spirit**" logo (Grades 5-8)."

NOTE: Holy Spirit sport team hoodies and sweatshirts are not considered uniform attire.



Uniform Fitting

Held at Fischer's School Uniforms for

Holy Spirit School



Receive 10% off your in-store and online orders*

**Discount is applied when your order is paid in full on the days of your fitting.*

***Discount applied to online orders Sunday, April 24 – Saturday, April 30**

**Discount excludes clearance items and layaways.*

Date: Tuesday, April 26 through Saturday, April 30, 2022

Hours: Tuesday & Thursday: 10:00am-6:00pm

Wednesday: 10:00am-5:00pm

Friday & Saturday: 10:00am-3:00pm

Sunday & Monday: CLOSED

Location: Fischer's Uniforms in Florissant

69 Florissant Oaks, Florissant, MO 63031

314-921-9972

www.fischersuniforms.com

Fischer's School Uniforms has everyone's safety in mind.

We are requiring that customers wear masks when inside our retail store.

Your co-operation is truly appreciated.

Ordering at your Uniform Fitting is the best opportunity to guarantee your child will be in uniform the first day of school.

We know your student may grow between your Uniform Fitting Day and the start of school. This is reason we fit uniforms with growth in mind.

If you find a size exchange is necessary, keep your receipt, and we will exchange clothing which has not been laundered, worn, or altered in any way.

For pricing visit

www.fischersuniforms.com or call

314-921-9972

**REGISTER TO WIN A \$50.00 GIFT
CERTIFICATE FOR FISCHER'S!**

(To be used toward a future purchase)

Turn in this form on the day of your school's fitting for a chance to win. Three winners will be drawn in July 2022 and the winners will be contacted via phone and/or email. Good Luck!

Name: _____

Phone: _____

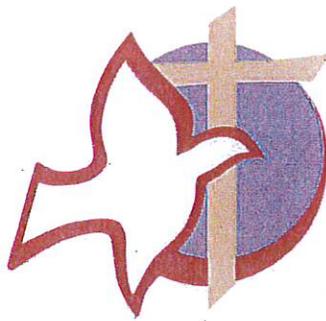
Address: _____

City/State/Zip: _____

Email: _____

School: Holy Spirit School

We look forward to seeing you at your school fitting!



Holy Spirit Catholic School
"Where the Spirit Guides You!"

NOTICE OF WRITTEN REQUEST FOR RELEASE OF STUDENT RECORDS

Student's Last Name

First Name

Middle Initial

Grade Level

Date of Birth

Current Street Address

City/State/Zip

Father's Name

Mother's Name

I authorize the transfer by **mail** of all student records relative to the above listed student. In order to facilitate the most appropriate educational placement for this student, we request a copy of all student records to include all progress, attendance, behavioral, health and I.E.P. records where applicable. Please indicate final student grades, or withdrawal grades should student transfer be considered in the middle of a grading period.

Requesting records from:

Please transfer records to:

Name of present school

Street Address

City/State/Zip

School Telephone Number

Office of the Principal
Holy Spirit Catholic School
3120 Parkwood Lane
Maryland Heights, MO 63043
(314) 739-1934 phone
Email-kayres@holyspiritstl.org

Signature of Parent or Guardian

Date



Holy Spirit Catholic School
"Where the Spirit Guides You!"

3120 Parkwood Lane
Maryland Heights, MO 63043
Phone: 314-739-1934 Fax: 314-739-7703

**Please Attach Immunization Records
To this form**

Dates MUST be listed as Month-Day-Year

Effective beginning the 2010-2011 school year the following **NEW** requirements will be implemented:

- Second dose of varicella (chickenpox vaccine for all children entering kindergarten. If the kindergarten child has had chickenpox disease, a licensed doctor of medicine will need to sign on the immunization form that the child has had chickenpox. The month-day-year must be noted.
 - Tdap (Tetanus, diphtheria, and pertussis) vaccine will be required for all incoming eighth grade students if the child has completed the recommended childhood DTaP/DTP vaccination series and has not received a Td booster within the past two years.
- Effective **July 1, 2010** the following **NEW** requirements will be implemented for ALL Pre-School children:
- Age appropriate pneumococcal conjugate vaccine (PCV) for **ALL** children attending Pre-School.
 - For all Pre-School children who have had chickenpox disease, a licensed doctor of medicine will need to sign on the immunization form that the child has had chickenpox. The month-day-year must be noted.

Student' Name: _____

Birthdate: _____ Sex: _____

Parent/Legal Guardian: _____

Physician's Name: _____

Physician's Phone #: _____

To the Parent/Legal Guardian:

In accordance with the recommendations of the St. Louis Archdiocese Health Advisory Committee, all children are expected to have a complete physical examination upon entrance to Pre-School, Pre-Kindergarten, Kindergarten, Third Grade, and Sixth Grade. And all newly enrolled Students who have not had a physical examination within the past twelve months.

This form is provided for the convenience of your child's physician. At the time of the examination, please have your physician complete and sign this form. It is expected that each student have this form on file at school by the first day of school.

Medical History: (To be completed by parent)

Eyes: Glasses _____ Reading _____ Distance _____ Contacts _____

Other: _____

Ears: Frequent Infections: YES _____ NO _____ Tubes: YES _____ NO _____

Hearing difficulty: YES _____ NO _____ If yes, please explain _____

Hearing Aid: Right Ear _____ Left Ear _____ Wear at school? YES _____ NO _____

Allergies: Please list _____

Asthma: YES _____ NO _____ Diagnosed by physician _____/_____/_____
Month Day Year

Asthma medication please list; _____

Seizures: YES _____ NO _____ Date of last seizure: _____/_____/_____
Month Day Year

Please list medication for seizures: _____

Please list any other health concerns: _____

Please list any medication that your child is taking: _____

Child's Dentist's Name: _____

Dentist's phone number: _____

Form completed by (please print): _____

Physical Examination: (To be completed by Physician)

Growth Measurements:

Height _____ Weight _____

Physiologic Measurements:

Temperature: _____ **Pulse:** _____ **Respiration:** _____

Blood Pressure: _____

General Appearance: _____

Skin: _____

Head: _____

Neck: _____

Eyes: _____

Vision Test: Both Eyes _____

Right Eye _____

Left Eye _____

Hearing Test: Pass _____ Fail _____

Nose/Mouth/Throat: _____

Chest: _____

Abdomen: _____

Back & Extremities: _____

Neurological Examination: _____

Chronic conditions & treatments: _____

Should physical activity be restricted? YES _____ NO _____

Other restrictions: _____

Physician's Signature: _____

Date: _____

ATTENTION EVERYONE!!!

Protecting God's Children®

(Safe Environment Program for the Archdiocese of St. Louis)

ANYONE who interacts with the children of Holy Spirit Parish OR vulnerable adults of the Parish, **MUST** be "PGC Compliant." We **REQUIRE ALL PARENTS** to complete this program. If you are **NOT** compliant, you CANNOT volunteer in any way, until you complete the steps at www.preventandprotectstl.org (see back-side)!! EVERYONE MUST register on the new website.

For those new to the process, you **MUST ALSO** attend a "LIVE" seminar. Seminars take place year round. Due to the current health situation in St. Louis County, most of the sessions are via "ZOOM."

If you need more information about becoming compliant, or assistance with the website, please call the Parish Office (739-0230) and ask for Mary Welsh.

PLEASE HELP US KEEP OUR CHILDREN
AND VULNERABLE ADULTS SAFE!!!



SAFE ENVIRONMENT USER REGISTRATION

Got to <https://www.preventandprotectstl.org>

Click "Register" below the LOG IN button (image at right).

Enter the passcode **stlprotect** when prompted.

Select the type of location where you are a volunteer or employee

- Parish or Parish School

Select the specific location by name

- Holy Spirit Parish and School

Click the roles associated with your employment/service at the parish.

If you are active at only one location, this will be your "primary" location.

If you are active at more than one location, click the ADD PARISH/LOCATION button and repeat the steps above. With more than one location, please click the "This is my main/primary location" circle to indicate where you are employed or, if you are a volunteer, where most of your ministry or service is performed.

Complete your personal information. Please enter your **legal first name** for the purposes of the background screening.

Create a username, password and password clue.

Agree to the Terms of Use and click SUBMIT.

You will then be prompted to submit information for a background screening, register for a Protecting God's Children workshop*, view two online training modules, and agree to the Code of Ethical Conduct.

*If you have previously attended a PGC workshop, the system will find and/or ask you to confirm your previous record of attendance. You will not be prompted to register for an upcoming workshop.

You may use the links in your approval checklist to access these requirements. These steps may be completed all at once or may be completed separately at your convenience. You will receive an automated email weekly to remind you which requirements are outstanding. When all compliance requirements have been completed, your account will be approved and you will be clear to work with minors and vulnerable adults.

- Register onto the site
- [Submit New Background Check](#)
- Complete "[Protecting God's Children](#)" training
- Complete "[Mandated Reporter](#)" training
- Complete "[Code of Conduct](#)" training
- Sign "[Code of Conduct](#)"

LOG IN

Username

Password

Remember this account

LOG IN

[Forgot Password](#)

[Register](#)

Should you need any assistance, please contact ocyp@archstl.org