

The Admission Process begins January 26, 2024, for the 2024-2025 school year.

- New families are asked to enroll as soon as possible.
- Current families are asked to reenroll by January 26, 2024.
- Acceptance Letters and Waitlist Status will be sent to new families in March.

**ADMISSION POLICY FOR ST. CLARE CATHOLIC SCHOOL
AND GOOD SHEPHERD PRESCHOOL**

The following priority list has been established for students registering into our school each year:

1. Students already enrolled in St. Clare Catholic School or Good Shepherd Preschool who are active, participating, and supporting parishioners.*
2. Active, participating, and supporting parishioners* with other children in school already at St. Clare Catholic School and/or Good Shepherd Preschool.
3. Active, participating, and supporting parishioners* with their first child entering school.
4. Catholics from other parishes with other children in school already at St. Clare Catholic School and/or Good Shepherd Preschool.
5. Catholics from other parishes with their first child entering school.
6. Parishioners who are not active, participating, and supporting with other children in school already at St. Clare Catholic School and/or Good Shepherd Preschool.
7. Parishioners who are not active, participating, and supporting with their first child entering school.
8. Non-Catholic students already enrolled in St. Clare Catholic School or Good Shepherd Preschool.
9. Non-Catholic families with other children in school already at St. Clare Catholic School and/or Good Shepherd Preschool.
10. Non-Catholic families with their first child entering school.

(* Parishioners from St. Clare of Assisi, St. Nicholas, and Corpus Christi)

Catholics from other parishes and non-Catholics are welcome in our school but only after the needs of our own parishioners have been assessed. Non-parishioners and non-Catholics will be considered for entry into St. Clare School after July 1 of each year if there is available space. Classes will not go above the maximum size or be split to meet the needs of non-supportive parishioners, non-Catholics, or non-parishioners. (The current maximum class size for Kindergarten is 20 students per homeroom.)

A waiting list is in place for all students who wish to enter St. Clare School or Good Shepherd Preschool and are unable to enter because of class size and/or space limitations. The waiting list will be prioritized in the same manner as the priority ranking listed in this policy. Each category will also be prioritized by the date the child's name is entered on the waiting list.

Diocesan policy requires that any new transfer student be considered probationary. This probationary status will remain effective until such time as the student's records are

received from the transferring school, and a sufficient period of time has passed to guarantee that any special needs of the child can be met by the school's curriculum and resources. The school reserves the right, any time, to require that any student with needs that cannot be met by the staff, not be enrolled in school. All student transfers at the 7th and 8th grade level are to be accepted conditionally, and students shall remain on probation the entire academic year.

A kindergarten screening will be given to all incoming kindergarten students. Kindergarten applicants are not officially accepted until they have passed the screening and have been notified of their acceptance after the screening.

Policy 5111 - Admission Age: Children enrolling in kindergarten are to be age 5 on or before September 1. Exceptions allowed under the Illinois School Code must be approved by the principal, pastor, and Superintendent of Schools.

Policy 5111.1 - Non-discrimination Policy: The Catholic elementary and secondary schools of the Diocese of Belleville, listed in the official Catholic School Directory published annually, admits students of any race, color, gender, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. They do not discriminate on the basis of race, color, gender, national and ethnic origin in administration of their educational policies, admissions policies, scholarship and local programs, and athletic and other school-administered programs.

Policy 5112 - Student Expectations: All students enrolled in a Catholic elementary school or a Catholic high school in the Diocese of Belleville are expected to attend and participate in all school Religion classes, liturgies, and Religious activities and Services. All Catholic schools in the Diocese of Belleville welcome students from all faiths. Parents of students from other faith traditions shall be informed of the school's faith practices and Services. All parents are to read the school Parent/Student Handbook and indicate their understanding of the school's policies. Schools will provide a form for parents to sign that confirms their understanding of the school's policies prior to the beginning of every school year.