EST. 1938
ST. JOSEPH
CATHOLIC SCHOOL
LOVE·RESPECT

Our mission is to foster the development of the total child in spirit, mind and body.
Through Jesus, we encourage the pursuit of excellence in a community of love and respect.

Admissions Process

Step One: Download & Save Fillable PDF Documents

In the event of a wait listing, with the permission of the applicant, information will remain on file.

Step Two: Gather, Copy/Scan/Photograph **all** Supporting Documents

The following checklist names the forms and the supporting documentation **required by the Ministry of Education**:

- ☐**Birth certificate**
- ☐**Baptismal certificate** (if applicable)
- ☐**Parent's Driver's license**
- ☐**Legal documentation** of parent (if not born in Canada)
- ☐**Court order** outlining **custody agreement** for student (if applicable)
- ☐**Court order** outlining **legal guardianship** for student (if application)
- ☐**Most recent report card** (if not already provided)
- ☐**Most recent Individual Education Plan** (IEP) (if applicable)

Step Three: Review, Prepare Payment of Fees & Submit

- ☐**All Fees**
  - ☐ **First month tuition fee** payment by e-transfer sjk.general@cisnd.ca or cheque to St. Joseph School
  - ☐ **Parent participation fee** will be withdrawn by pre-authorized debit on August 6th
  - ☐ **Class fee payment** will be withdrawn by pre-authorized debit on September 6th
  - ☐ **Void cheque or banking information for** monthly tuition withdrawals or cheque for full year tuition payment

Email: Email your signed, completed application with all additional supporting documents to sjk.office@cisnd.ca.

Contact sjk.bookkeeper@cisnd.ca for further information regarding payment of fees.

Please note that your application is **not complete** and will **only** be processed when **all** items have been received.

We look forward to meeting you and your family in person!

Maddy Pedrette, Principal

Susan Sehn, Administrative Assistant

EST. 1938
ST. JOSEPH
CATHOLIC SCHOOL
LOVE·RESPECT

Tuition Information

Reason for Tuition Fees

St. Joseph Elementary school is recognized by the Ministry of Education as a Group I Independent School. This means that we are able to have the maximum funding available to an Independent School (50% of the per student operating costs of the local public-school district). These are partial operating costs only and do not cover costs for capital expenditures such as: buildings, computers, desks, transportation, etc. Other sources of revenue are required to operate the schools. There are three other sources of revenue for our operational budget: tuition fees, donations and fundraising.

Reason for a "Practicing Catholic" Tuition Rate

St. Joseph Elementary School accepts practicing Catholic (Category I), non-practicing Catholic and non-Catholic (Category II) students. Both Catholic and non-Catholic families pay tuition and indirectly support the school through government grants (we all pay taxes!). It is a fourth source of revenue, parish subsidies for capital expenditures, in which non-practicing Catholic and non-Catholic families do not participate. Because of this, a two-tiered tuition rate has been set which reflects that those already supporting the school financially through their own parish should enjoy some benefit from a lower tuition rate. Stated the other way, a family who is not active in a Catholic Church which financially supports our schools, should in fairness play an equally supportive role in the area of school finances by paying a higher tuition.

Fair Policy

A family requesting a Catholic rate must actually qualify for the lower rate, to be fair to three groups of people:

1. If a non-Catholic family pays a higher tuition rate it must be because the Catholic families are actually supporting the school through their own contribution in the Sunday collection on a regular committed basis. Otherwise, it would be discriminatory to charge people different tuition rates simply on the basis of religious denomination.
2. The staff in our Catholic school accepts a lower salary than their public counterparts as part of their commitment to Catholic education. It would certainly be a double standard to expect one thing from the staff and, at the same time, not expect families to be offering such example to their children.

Catholic Rate Criteria

While the practice of the Catholic faith involves the sacramental life of the Church, moral living consistent with the gospel, responsible stewardship in supporting the Church, and prayer and bible reading, the focus of the Catholic tuition rate relates to financial stewardship.

1. Unless excused for an acceptable reason, the precept of the Church specifies that, on Sundays and other Holy days of obligation, the faithful are bound to participate in the Mass (see Catholic Catechism #2180).
2. The faithful should participate in the activities of the parish in a visible way so that, together, all parishioners may continue the mission of the Church, i.e., to make Jesus known to the community.
3. A Catholic makes regular, sacrificial contributions to their parish in the Sunday collection, which includes planned giving through the use of contribution envelopes.

***Therefore, in requesting the subsidized practicing Catholic parish rate, you are asking the parish to affirm the practice of your faith, as identified above.

EST. 1938
ST. JOSEPH
CATHOLIC SCHOOL
LOVE·RESPECT

2026 – 2027 TUITION FEE SCHEDULE

CATEGORY I – CONTRIBUTING MEMBER OF A CATHOLIC PARISH

	Early Rate up to March 2nd	Rate after March 2rd
1st student (oldest)	$555/month for 10 months	$610/month for 10 months
2nd student	$335/month for 10 months	$368/month for 10 months
3rd student	$236/month for 10 months	$260/month for 10 months
Maximum	$1,126/month for 10 months	$1,238/month for 10 months

The Catholic Parishes in the Kelowna area subsidize the Catholic school system. Since active members of these parishes contribute to the schools through church contributions, reduced tuition is charged but must be applied for.
For families that have children at Immaculata High School please contact the office for the blended school rate.

CATEGORY II – STANDARD TUITION FOR BRITISH COLUMBIA RESIDENTS

	Early Rate up to March 2nd	Rate after March 2rd
1st student (oldest)	$753/month for 10 months	$827/month for 10 months
2nd student	$404/month for 10 months	$445/month for 10 months
3rd student	$288/month for 10 months	$318/month for 10 months
Maximum	$1,445/month for 10 months	$1,590/month for 10 months

CATEGORY III – INTERNATIONAL AND OUT OF PROVINCE STUDENTS

$16,800.00 for full year (10 months)

This tuition level reflects the cost of educating a student in the Central Okanagan. Government funding is available only for students who are Canadian citizens or landed immigrants, whose parents or legal guardians are residents of British Columbia. In addition to tuition, international students are responsible for uniforms costs, class fees, medical insurance and miscellaneous other fees.

CATEGORY IV – OTHER CANADIAN STUDENTS FUNDED FEDERALLY

Equivalent of current provincial funding plus tuition fees applicable to Category I or Category II funding as appropriate. Please contact the school for more information.

TUITION FEES ARE PAYABLE BY ONE OF THE FOLLOWING METHODS:

New Families:

Annually: 1st month's tuition fee is due upon registration. The $250.00 parent participation due by August 6th.

Balance of tuition (October – June) is due on or before September 15th.

Monthly: 1st month's tuition fee is due upon registration. The $250 parent participation fee will be withdrawn by pre-authorized debit on August 6th.

Direct withdrawal on the 6th of each month will follow October – June.

Returning Families:

Annually: 1st month's tuition fee is payable by July 6th The $250 parent participation fee is payable by August 6th.
Balance of tuition (October – June) is due on or before September 15th.

Monthly: 1st month's tuition fee will be withdrawn by pre-authorized debit on July 6th. The $250 parent participation fee on August 6th.

Direct withdrawal of tuition on the 6th of each month will follow October – June.

****Anyone who has prepaid tuitions and received a charitable donation receipt, and subsequently withdraws, is not eligible for any tuition refund.**

Uniforms & Dress Code

Students at St. Joseph Catholic School wear their school uniform each day. Our uniform is one way we show pride for our school and all it represents; it also allows us to be identified when out in the community.

All students are required to wear their school sweater for Monday assemblies, morning prayer, school masses, and field trips/events as required.

Uniform items must be purchased through our uniform provider **Cambridge and Company** www.cambridgeuniforms.com. Our school code for ordering online is **OWL675**.

Boys

Bottom

- Grey dress pants
- Grey dress shorts (summer option)
- Grey dress socks
- Black indoor dress shoes

Top

- White dress shirt, white golf shirt, blue golf shirt (K-5 ONLY) or burgundy golf shirt (6s & 7s ONLY)
- Burgundy school sweater or vest

Girls

Bottom

- Tartan kilt or jumper, grey skort, or grey dress pants
- Grey knee-high socks or tights (no leggings)
- Black indoor dress shoes

Top

- White dress shirt, white golf shirt, blue golf shirt (K-5 ONLY) or burgundy golf shirt (6s & 7s ONLY)
- Burgundy school sweater or vest

The uniform for Physical Education (P.E.) (all Grades 3-7 wear P.E. uniforms) consists of navy crested shorts, a grey crested t-shirt, indoor running shoes and a gym bag. K, Gr.1, and Gr.2 students only change their shoes for P.E. Gym strip orders for the upcoming year are placed in the spring or can be purchased throughout the school year at the office.

Life Threatening Allergy Awareness

Dear Parents/Guardians:

As each of you are aware when you register your child for school we ask you about your child's health and whether they have any allergies. **We have a number of students who have a life-threatening allergy to peanuts** and **a few students who are allergic to <u>all</u> nuts.** Some of these students are **allergic to the taste** only while others are **allergic to the touch** as well. If any of these students come into contact with nuts/peanuts they will have trouble breathing within seconds. This can happen even if they eat or touch a very small amount of a product containing nuts/peanuts by accident. To avoid such an emergency, we are asking for your cooperation.

We recognize that many children love nuts and especially peanut butter. However, it is mandatory that you **do not send nut products to school** with your child for lunch or snacks. If a child does bring a nut product to school by accident, we will ask that child to eat their snack or lunch in a safe area (one area has been set aside in each building) with a buddy.

Please discourage your child from sharing any food, knives, forks, spoons and food containers with the children that have allergies. We encourage all students to get in the habit of washing their hands before and after eating. **Hand washing is one of the best preventions.** In order to avoid any teasing, we ask that you take time to sit down with your child and discuss the seriousness of these allergies with your child and how each of us must be tolerant and accepting of the safety needs of all the children in the school.

The teachers and I will discuss the above points with all students and we hope that each of you as parents will reinforce them at home with your child. In addition, the school's health nurse has reviewed the emergency procedures with us. All staff (including supervisors) have been instructed and informed about how to respond to such an emergency one should arise.

If you have any questions/concerns please do not hesitate to call me.

Yours in Christ,

Maddy Pedrette

Maddy Pedrette
Principal
mpdrette@cisnd.ca
250-763-3371

Dear Volunteer:

Thank you for your interest in volunteering at our school. Volunteers strengthen our school community and are much appreciated.

Before you volunteer, in the interest of protecting you and our children, our Diocesan *Safe Environment Policy* requires that all volunteers must:

- ☐ attend a Safe Environment Policy Application session (read the *Safe Environment Policy,* complete a *Safe Environment Application)*
- ☐ complete and provide a clear criminal record check
- ☐ sign off on the Confidentiality Policy
- ☐ receive written approval from the Diocese Safe Environment Office
- ☐ renew both the Criminal Record Check Application (CRC) and Safe Environment Application (SEA) every five years.

Safe Environment Training Application

Attend a Safe Environment Policy Session and complete a Safe Environment Application. Watch the school newsletter and parish bulletin for upcoming training sessions or contact the school.

You will find the *Safe Environment Policy* and other information on the Diocesan Safe Environment Office web page.

A Safe Environment Application (SEA) must be completed every five years.

Criminal Record Check

In order to apply for a Criminal Record Check a BC Services e-Card may be used, or, if you do not currently have one, one may be created at www.gov.bcservicecard. It is not mandatory to have an e-card, but it verifies your ID. Without the e-card the Safe Environment Office needs to be informed that an online criminal record check application has been submitted for verification purposes.

A Criminal Record Check may be completed free online https://justice.gov.bc.ca/screening/crrpa/org-access requires a code which is available from the school office.

A new Criminal Record Check (CRC) must be provided every five years.

Upon successful criminal record check, our Safe Environment Office of the Diocese of Nelson will send confirmation to the school office.

The school office will then send an email of confirmation of volunteer process completion to the applicant.