

## **GUIDELINES FOR ADMISSION**

Children currently enrolled in OLH Pre-K and siblings do have priority of enrollment. Each child is expected to have an interview.

**\*\*Please understand that each family will be required to have their parish support validated by the pastor before billing for the new school year.\*\***

### **ADMISSIONS 2019**

**Three year old program:** Child must be THREE years old before December 1, 2019.

**Four year old program:** Child must be FOUR years old prior to December 1, 2019.

**Kindergarten:** Child must be FIVE YEARS OLD PRIOR TO DECEMBER 1, 2019.

**Grade 1:** Child must have completed one full year in a licensed, approved Kindergarten program.

**Grades 2-8:** Child must have passed all subjects in previous school and have full proof of immunizations, health record and record of standardized testing. **\*\*We do not encourage transfers into grades seven or eight except in cases of relocation. Exceptions may be made only by the principal for valid reasons. \*\***

### **GENERAL ADMISSIONS POLICY**

Parents of prospective kindergartners for 2019 are urged to consider enrolling the child in OLH PK- 4 since the most successful transition into kindergarten is found among those who began their education at our own Pre-K. Interested families are advised to check this website periodically for details. Call the office at 283-9140 to arrange a personal interview.

Admission to Our Lady of the Hamptons School is based upon availability of seating, academic needs, and the willingness of the family to work within the structure of the school community. Families are urged to begin their children's Catholic education in pre-school to guarantee the fullness of curriculum.

Admission to the pre-school program is based on the individual's age, readiness for school and a " first come first served" basis. Placement in the pre-school does NOT guarantee automatic admission to Our Lady of the Hamptons Kindergarten. In the interests of curriculum and social development, it is strongly urged that children attend OLH from the beginning of Pre-K 3. This prepares the foundation of the curriculum and acquaints the family with school policy and procedures.

Admission to Kindergarten is based upon availability of seating and proper placement for an individual child and his/her needs. Admission to grades one through eight will be considered only if there is seating available and if the child's school record indicates suitability for the academic programs at OLH. Since Our Lady of the Hamptons is a Regional School, it is necessary to select students in the following order of priority:

- Children of registered, supporting members of Our Lady of Poland, St. Rosalie or Sacred Hearts of Jesus and Mary parishes.
- Children of present members of Our Lady of the Hamptons family.
- Children of Catholics from other parishes, or non-registered or non-supporting parishioners.
- Children of non-Catholics. The pastors verify all applications (with regard to parish status). All questions with regard to parish status should be referred directly to the appropriate pastor.

#### **PROCEDURE FOR APPLICATION**

- Parent requests the formal application by mail, by telephone or through the website any time after January 15. (Waiting list and late admission requests may be received at any time.)
- Upon receipt of the application, a formal interview is scheduled with the school principal. Those seeking admission above grade Kindergarten must provide copies of transcripts and necessary documentation. It is necessary for the child to attend the interview.
- A formal interview with the appropriate pastor is then scheduled by the parent. The pastor will notify the principal of the status of the applicant's family and make recommendations.
- Parent will be notified of status by mail. At that time, a copy of the birth certificate, baptismal certificate and updated immunization record must be submitted. Those notified of acceptance will submit a check for \$150 (non-refundable on-time registration fee) and a check for \$250 (one month's advanced) tuition. This is also non-refundable and is applied toward the tuition bill for June 2020.
- No registration is finalized without all of these steps fully completed.
- Forms for transportation and textbooks will be provided upon payment of the registration fee.
- Uniform measuring is scheduled for late spring, as is vision and speech screening.