

GENERAL INFORMATION

2010-2011 Grades K-8



CONTACT INFORMATION

- *Principal:* Ms. Tricia Sevilla
- *Office Manager:* Mrs. Susie Bain
- *Bookkeeper:* Mrs. Linda Crissman
- *Address:* 5710 Jack Road, Jacksonville, FL 32277
- *Phone:* (904) 744-1266
- *Fax:* (904) 744-5800

SCHOOL DAY HOURS

- Grades K through 2: 7:45-2:30 PM
- Grades 3 through 8: 7:45-2:40 PM
- Gr. K-2 Lunch: 11:40-12:10 PM
- Gr. 3-5 Lunch: 11:00-11:30 AM
- Gr. 6-8 Lunch: 12:20-12:50 PM

AGE AND HEALTH REQUIREMENTS

- **KINDERGARTEN:** 5 years of age on or before September 1st of the school year
- Students entering school in Florida for the first time must present a health form (Form HRS-H Form 3040) obtained from and signed by a Florida physician.
- **KINDERGARTEN STUDENTS MUST PRESENT AN UPDATED FORM 3040.**
 - This form must indicate that the student has had a physical examination within one year prior to the first day of school and that he/she has received the required immunizations, including the second MMR shot and Hepatitis B vaccine series.
- **GRADE 7 STUDENTS MUST HAVE PROOF OF SECOND DOSE OF MMR, COMPLETION OF HEPATITIS B VACCINE SERIES, AND TD BOOSTER.**
- **Students must have current immunization records to enter school.**

VOLUNTEER PARTICIPATION

- To participate in school functions, all volunteers need to fulfill requirements mandated by the Diocese of St. Augustine:
 - Updated fingerprint card and approved criminal background check.
 - Proof of attendance of *Protecting God's Children* workshop.
- Parents/guardians need to contribute 20 service hours per family (NOT per student).
- For every service hour not contributed, families need to pay \$10 by May 14. (**20 hrs = \$200**)
- Various opportunities are available and advertised on the *myinfopage* and *Signpost*.

EXTENSION PROGRAM

- AM Extension is available from 7:00-7:30 AM.
- PM Extension is available from 3:00-6:00 PM.
- Late pick-up fees: \$1.00 per minute per child.
- Unlimited drop-in services available for those needing occasional use with one-time registration fee.
- Available **SCHOOL DAYS ONLY** (except the day before Christmas Break & the last day of school).
- **Once a student is picked up from Extension, they may not return for the day.**

ADDITIONAL INFORMATION

- Uniforms can be purchased through RC Uniforms. (11645 Beach Blvd, 646-0493)
- An optional pre-paid lunch program is available, as well as milk and snacks (Canteen) for \$.50-\$1.00.
- Grades K-2nd need to bring a nutritious snack each day (besides lunch).
- Corporate Tax Credit scholarships accepted for all families.
- Parish families needing financial assistance may apply for the Mr. Skipper Scholarship. Families must apply through the PSAS scholarship process. Contact Linda Crissman for details.
- Families wishing to receive "In Parish" tuition rates must have a letter on file from the sponsoring parish regarding parishioner status. See *Signpost* Registration 2010-2011 for details.