



**Saint Philip Neri**

CATHOLIC ELEMENTARY SCHOOL

*Excellence in Education*

*Respect, Responsibility, Reverence and Life-long Learners*

## **SCHOOL MISSION STATEMENT**

"Saint Philip Neri Catholic Elementary School, serving Kindergarten through Eighth grade, is an educational ministry of Saint Philip Neri Parish. Founded in 1959 on the principles of the Roman Catholic Church, we welcome families of all faiths who respect the values and teachings of Jesus Christ. A challenging, faith-centered curriculum guides and prepares our students for academic excellence, spiritual growth, and dedication to service. Faculty, staff, and parents are co-educators developing respectful, responsible, and reverent life-long learners."

- ratified: May 26th, 2003

## **PHILOSOPHY OF SAINT PHILIP NERI SCHOOL**

The Philosophy of Saint Philip Neri Catholic Elementary School supports a Mission that embraces a complete relationship with Christ. We believe our students grow in personal knowledge of Christ, recognize His presence in others, and live out His Gospel message. We, as educators at Saint Philip Neri, work as co-educators with our parents to provide an environment that is nurturing and safe. All contribute to the school's productivity.

Our curriculum provides our students with academically rich and relevant materials. Our educators use various teaching methods to address the multiple learning styles present within our community. Parents entrust their children to our care, knowing our school is a community that embraces all of God's children.



**Saint Philip Neri**

CATHOLIC ELEMENTARY SCHOOL

*Excellence in Education*

*Respect, Responsibility, Reverence and Life-long Learners*

## **Student Body Prayer**

Dear God,

Help us to be respectful, responsible, and reverent  
Towards ourselves, our teachers, and our fellow students.

Keep us safe in our daily tasks  
And help us to reach our goals in school and in our lives.

We ask this in Your Holy Name,  
Amen.

*The student body recites this prayer each morning as they begin their day.*



**Saint Philip Neri**

CATHOLIC ELEMENTARY SCHOOL

*Excellence in Education*

*Respect, Responsibility, Reverence and Life-long Learners*

## SPN STUDENT LEARNING EXPECTATIONS

At Saint Philip Neri Catholic Elementary School, we believe we share in the sacred mission to proclaim the Good News of the Gospel, to celebrate It in rite and ritual, and to live It out in service to humankind.

We are committed to providing an educational environment which models for our students a respect for themselves and for others as well. We see this as knowing Christ.

We are committed to providing an educational environment which models individual responsibility as well as responsibility to those with whom we work, live, and play. We see this as an awareness of Christ's continued presence within every person.

We are committed to providing an educational environment which models reverence for our Lord and for the presence of Christ within each of us. We see this as living the Gospel message of Christ.

A Saint Philip Neri Catholic Elementary School student will be continually guided to become:

**A RESPECTFUL INDIVIDUAL** who:

- sees others as unique children of God and part of God's creation
- honors all people as persons of dignity
- accepts personal strengths and recognizes areas for growth
- acknowledges strengths and areas for growth in others

**A RESPONSIBLE PROBLEM SOLVER** who:

- works independently and cooperatively to create solutions
- responds to personal needs and to the needs of other members in their local and global communities
- resolves conflict using Christian values

**A REVERENT CATHOLIC CHRISTIAN** who:

- places Christ as the Center of Life
- makes moral decisions and acts upon them based on Catholic teachings
- embraces and models the Catholic Christian call of service and ministry to others
- actively participates in school and parish worshipping communities

**A LIFE-LONG LEARNER** who:

- will leave Saint Philip Neri Catholic Elementary School with a solid, developmentally-appropriate education
- has an on-going curiosity for learning
- analyzes and synthesizes information logically and critically
- uses reading and writing as effective communication tools
- speaks with poise and confidence
- sets goals and takes steps to achieve them



**Saint Philip Neri**

CATHOLIC ELEMENTARY SCHOOL

*Excellence in Education*

*Respect, Responsibility, Reverence and Life-long Learners*

## **ADMISSIONS POLICY & PROCEDURES**

Saint Philip Neri School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. The school does not discriminate on the basis of race, color, national and ethnic origin, in the administration of its educational policies, admissions policies, scholarship and assistance programs, and athletic and other school administered programs.

Priority is given to registered, active parishioners and to registered members of the surrounding Catholic parishes. An "active parishioner" is defined as one who participates in parish life by use of the Parish Envelopes for financial support of Saint Philip Neri Church, as well as, giving of volunteer time to school and parish activities. (The pastor will make the determination as to who qualifies as a "parishioner").

### **Application Process**

Student applications for the coming school year will be processed in a timely basis and notification to parents will take place no later than the end of May.

At all grade levels a placement test is given and an interview conducted for students being considered for admission. Verification of date of birth, sacraments and/or Religious Education Program attendance (these last two apply to all Catholic families), health and immunization records, and previous school academic records are required. Eligibility is also based upon the student's previous conduct/behavior and academic effort.

### **Acceptance Policy**

Students are considered for acceptance into Saint Philip Neri School according to the additional following determinations:

- 1.** families who are active members of St. Philip Neri Parish and who have other children attending St. Philip Neri School
- 2.** families who are active members of St. Philip Neri Parish
- 3.** families who are active members of other Catholic parishes
- 4.** families who are non-Catholic.

Note: Acceptance into kindergarten is determined on the basis of readiness screening and testing for the student's developmental maturity and readiness. It is highly recommended that children applying for kindergarten must be age five (5) by September 1 of the coming school year.

Students are accepted on a "probationary status" only. All possible support will be given to the students in order to insure a satisfactory adjustment. Final acceptance will be confirmed after one year of probation. Should either social or academic adjustment be unsatisfactory, the student will be asked to leave and seek a different school to continue his/her education. School personnel will determine if the current school programs meet the needs of the applicant.



**Saint Philip Neri**

CATHOLIC ELEMENTARY SCHOOL

*Excellence in Education*

*Respect, Responsibility, Reverence and Life-long Learners*

## **Share and Care Program**

The Share & Care Center is the School's extended care program, and provides a place where SPN students are able to come after school to play and grow in a well-organized, yet flexible learning environment. Parents, as well as the children, will have the security of knowing that the children are being provided for in a program that is devoted entirely to the growth and development of the child.

All activities are Catholic/Christian – centered, and are directed toward allowing the child to build and reinforce a positive self image and a positive attitude about sharing and caring for each other in a group setting. The “Share & Care” Extended Care Program embodies the philosophy of Saint Philip Neri Catholic Elementary School. Activities include indoor games, both directed and independent, story telling, arts and crafts, outdoor recreation and study time.

The Share & Care Center is opened from 7:00 a.m. to 8:00 a.m., and from 2:30 p.m. to 6:00 p.m. The Share & Care program can be utilized under both a yearly contract or “drop-in” basis. The yearly contract can be paid on a monthly basis, September through May. Drop-in fees are billed at the end of each month.

Share and Care operates in the Saint Philip Neri Annex. For more information, or to schedule a tour of the Center, please contact Monica Fox, Share & Care Director, at (510) 522-9037.



# Saint Philip Neri

CATHOLIC ELEMENTARY SCHOOL  
Excellence in Education

Respect, Responsibility, Reverence and Life-long Learners

### Please Print

Student is applying for admission into grade \_\_\_\_\_ for the 2009-2010 school year.

Has your child previously applied for admission into our school?  Yes  No

### Student Information

Legal Name (First, Middle, Last):			
Gender:	<input type="checkbox"/> Male <input type="checkbox"/> Female	Birthdate ____/____/____	
Home Address:			
Telephone Number:			
List Special Talents and Interests:			
Place of Birth:			
Citizenship:	<input type="checkbox"/> US <input type="checkbox"/> Other _____	If Non-US Citizen, # of years in US?	
Home Conditions:	<input type="checkbox"/> Living with both parents <input type="checkbox"/> Living with father only <input type="checkbox"/> Living with mother only	<input type="checkbox"/> Living with other Relationship _____ Name _____	
Ethnicity (for census purposes)	<input type="checkbox"/> Black <input type="checkbox"/> Asian <input type="checkbox"/> White <input type="checkbox"/> Hispanic	<input type="checkbox"/> Native American <input type="checkbox"/> Pacific Islander/Hawaiian <input type="checkbox"/> Multi-racial <input type="checkbox"/> Unknown	
Religious Affiliation:	Religion: _____ Present Parish: _____		
Sacramental Information:	Date:	Church Name:	City & State:
Baptism			
First Reconciliation			
First Communion			



## Saint Philip Neri

CATHOLIC ELEMENTARY SCHOOL

*Excellence in Education*

*Respect, Responsibility, Reverence and Life-long Learners*

### Student's Educational History

Please list all schools this student has attended, beginning with the most recent.

	Years: ____ - ____	Years: ____ - ____	Years: ____ - ____
Name of School:			
Address:			
Grades Attended:			
Reason for Leaving:			

If your child is currently attending a private school, are all financial obligations to that school current?  Yes  No

If not, please provide the name of school contact person \_\_\_\_\_

### Accommodations and Special Needs

The following information may help us determining if Saint Philip Neri Catholic Elementary School can adequately meet your child's needs. Failure to disclose any relevant information could result in the student being asked to leave.

What language is mostly spoken in your child's primary residence? \_\_\_\_\_

Does this child have any medical concerns/chronic conditions/disabilities?  Yes  No

Does this child take any medication on a regular basis?  Yes  No

If "Yes", please provide the name of medication and reason for taking it. \_\_\_\_\_

(Upon admission into Saint Philip Neri Catholic Elementary School, an Allergy and Chronic Condition Information Sheet must also be completed.)

Please describe any physical and/or academic accommodations needed: \_\_\_\_\_

---



---



# Saint Philip Neri

CATHOLIC ELEMENTARY SCHOOL  
Excellence in Education

*Respect, Responsibility, Reverence and Life-long Learners*

Please check as applicable:

We currently have a child/children attending Saint Philip Neri School. Please list name and grade of children currently enrolled. \_\_\_\_\_

We are current and active parishioners of Saint Philip Neri Church.

We are Catholic (out of parish) Name of Parish \_\_\_\_\_

We are not Catholic.

Immediate or extended family members who have attended Saint Philip Neri Catholic Elementary School:

Name	Relationship	Years Attended SPN

## Family Information

Primary Household		
Address:	Street Address: _____ City: _____ State: _____ Zip Code: _____	
Telephone:		
	Mother	Father
Marital Status:	<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Remarried <input type="checkbox"/> Widowed <input type="checkbox"/> Single	<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Remarried <input type="checkbox"/> Widowed <input type="checkbox"/> Single
Relationship to Child:	<input type="checkbox"/> Biological/Legally Adopted <input type="checkbox"/> Step-Parent <input type="checkbox"/> Other: _____	<input type="checkbox"/> Biological/Legally Adopted <input type="checkbox"/> Step-Parent <input type="checkbox"/> Other: _____
Name (First, Middle, Mother's Maiden, Last):		
	Mother	Father



## Saint Philip Neri

CATHOLIC ELEMENTARY SCHOOL

*Excellence in Education*

*Respect, Responsibility, Reverence and Life-long Learners*

Place of Birth:		
Date of Birth (For Safe Environment Program purposes):		
Occupation:		
Employer (Business Name, City):		
Work Telephone:	(    )	(    )
Cell Phone:	(    )	(    )
Email Address:		
Citizenship:	<input type="checkbox"/> U.S. Citizen <input type="checkbox"/> Other: _____	<input type="checkbox"/> U.S. Citizen <input type="checkbox"/> Other: _____
Primary Language:		
Religious Affiliation:	Religion: _____  Parish: _____ City: _____ Active Participant: <input type="checkbox"/> Yes <input type="checkbox"/> No	Religion: _____  Parish: _____ City: _____ Active Participant: <input type="checkbox"/> Yes <input type="checkbox"/> No
Ethnicity (for Census Purposes)	<input type="checkbox"/> Black <input type="checkbox"/> Native American <input type="checkbox"/> Asian <input type="checkbox"/> Pacific Islander/Hawaiian <input type="checkbox"/> White <input type="checkbox"/> Multi-racial <input type="checkbox"/> Hispanic <input type="checkbox"/> Unknown	<input type="checkbox"/> Black <input type="checkbox"/> Native American <input type="checkbox"/> Asian <input type="checkbox"/> Pacific Islander/Hawaiian <input type="checkbox"/> White <input type="checkbox"/> Multi-racial <input type="checkbox"/> Hispanic <input type="checkbox"/> Unknown



## Saint Philip Neri

CATHOLIC ELEMENTARY SCHOOL

*Excellence in Education*

*Respect, Responsibility, Reverence and Life-long Learners*

Secondary Household	For Divorced/Separated Families	
Custody:	Please describe custody arrangement. Note: Court documents will be required upon admission/enrollment.	
Notification:	Should this household receive notification of acceptance/denial into SPN? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Address:	Street Address: _____ City: _____ State: _____ Zip Code: _____	
Telephone:		
	Mother	Father
Marital Status:	<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Remarried <input type="checkbox"/> Widowed <input type="checkbox"/> Single	<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Remarried <input type="checkbox"/> Widowed <input type="checkbox"/> Single
Relationship to Child:	<input type="checkbox"/> Biological/Legally Adopted <input type="checkbox"/> Step-Parent <input type="checkbox"/> Other: _____	<input type="checkbox"/> Biological/Legally Adopted <input type="checkbox"/> Step-Parent <input type="checkbox"/> Other: _____
Name (First, Middle, Mother's Maiden, Last):		
Place of Birth:		
Date of Birth (For Safe Environment Program purposes):		
Occupation:		
Employer (Business Name, City):		
Work Telephone:	(    )	(    )
Cell Phone:	(    )	(    )
Email Address:		



# Saint Philip Neri

CATHOLIC ELEMENTARY SCHOOL  
Excellence in Education

*Respect, Responsibility, Reverence and Life-long Learners*

Secondary Household	For Divorced/Separated Families	
Citizenship:	<input type="checkbox"/> U.S. Citizen <input type="checkbox"/> Other: _____	<input type="checkbox"/> U.S. Citizen <input type="checkbox"/> Other: _____
Primary Language:		
Religious Affiliation:	Religion: _____  Parish: _____ City: _____ Active Participant: <input type="checkbox"/> Yes <input type="checkbox"/> No	Religion: _____  Parish: _____ City: _____ Active Participant: <input type="checkbox"/> Yes <input type="checkbox"/> No
Ethnicity (for Census Purposes)	<input type="checkbox"/> Black <input type="checkbox"/> Native American <input type="checkbox"/> Asian <input type="checkbox"/> Pacific Islander/Hawaiian <input type="checkbox"/> White <input type="checkbox"/> Multi-racial <input type="checkbox"/> Hispanic <input type="checkbox"/> Unknown	<input type="checkbox"/> Black <input type="checkbox"/> Native American <input type="checkbox"/> Asian <input type="checkbox"/> Pacific Islander/Hawaiian <input type="checkbox"/> White <input type="checkbox"/> Multi-racial <input type="checkbox"/> Hispanic <input type="checkbox"/> Unknown

## Parent Questionnaire

*Why is Catholic education at Saint Philip Neri Catholic Elementary School valuable to your student and your family?*

---



---



---

*What is your role in your child's education?* \_\_\_\_\_

---



---

*What is the most important aspect of the curriculum for your child?* \_\_\_\_\_

---



## Saint Philip Neri

CATHOLIC ELEMENTARY SCHOOL

*Excellence in Education*

*Respect, Responsibility, Reverence and Life-long Learners*

*Your child will receive daily religious instructions based on the traditions, doctrine and sacraments of the Catholic faith. As your child's primary educator, how will you support and encourage your child's growth and development of faith within Saint Philip Neri Catholic Elementary School and at home?*

---

---

*Families are currently required to complete twenty five hours (20 hours for single parents) per year of service to the school. What special talents, interests, or resources would you be interested in sharing with our school?*

---

How did you hear about Saint Philip Neri Catholic Elementary School?

- Newspaper Advertisement
- Flyers
- Friend \_\_\_\_\_
- Other \_\_\_\_\_

### **Parent Acknowledgment**

*I/We have read and understand the Admissions Policy and Procedures of Saint Philip Neri Catholic Elementary School. I/We agree to pay a non-refundable \$50.00 application fee. To the best of my knowledge, the information contained in this application is true and accurate. I understand that if this information is found to be false or misleading, the applicant is subject to dismissal.*

Parent/Guardian's Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
(Print Name)

Parent/Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Following the review of your application, you will be contacted for interview and assessment.