

HOLY FAMILY PRESCHOOL APPLICATION PACKET 2012-2013



**HOLY FAMILY PRESCHOOL
4758 JOSEPH SPECIALE DRIVE
SAN JOSE, CA 95136
264-6204**

License #434411603

**HOLY FAMILY SCHOOL
4850 PEARL AVENUE
SAN JOSE, CA 95136
978-1355**

www.hfsj.org



Why Choose Holy Family School?

Holy Family School is a vibrant and successful Catholic school located in the heart of San Jose and Silicon Valley. Evidence of this success includes the following:

- 96% of our graduates are accepted at their high school of first choice.
- We continue to receive full 6-year accreditations (the maximum allowable), as well as strong commendations, from the Western Association of Schools & Colleges (WASC).
- We have award-winning, fully credentialed teachers, a number of whom have taught at Holy family for many years.
- We have a curriculum that reaches the whole child including challenging academics, religious and enrichment programs, community service, and athletics.
- We continue to upgrade technology so that our students will possess the skills necessary for success in today's environment.
- Our facilities are modern and safe; and include a science lab, library, computer lab, and state of the art gymnasium.
- Parents of our students are very involved in school activities. Each year, total volunteer hours are in excess of 25,000!
- We support busy families with a hot lunch program, extended care, weekly e-mail newsletters, classroom websites and after school programs.

What parents are saying about our school:

"Holy Family School is a close-knit community. My child is well educated and cared for as well as being taught about service to others."

"Holy Family School offers outstanding academic programs and teachers. High expectations are put upon the students along with excellent support of the students so that they can meet those expectations and goals."

"Holy Family offers a well-rounded program with staff that is committed to students' excellence."

"Holy Family offers an outstanding, Catholic based education focused on the individuality of each student. Students are valued as Christian individuals within the community and learn to be both responsible and accountable."

MISSION STATEMENT

Holy Family School is a parish school rich in the tradition of Catholic education and committed to academic excellence. Our mission is to foster and to support the development of Catholic faith and identity while nurturing the whole child. In partnership with family, educators, and the whole parish community, we strive to promote the spiritual, intellectual, and social development of our students.

SCHOOL MOTTO “Believe and Achieve”

PHILOSOPHY

- We believe in providing an inclusive academic environment where the dignity and uniqueness of each student is valued.
- We believe that in preparing our students to be life-long learners, we honor families as the primary educators of their children, while teachers facilitate and complement the learning process.
- We believe and are committed to sharing the Gospel message through prayer, liturgy, reflection, study, and community service.
- We believe in and strive to create a community, which allows a child to learn and grow while developing a social sense of responsibility for self and others.

SCHOOL WIDE LEARNING EXPECTATIONS RESULTS (SLEs)

When our students graduate from Holy Family they will have grown stronger in their spiritual, academic, and personal lives.

As persons of faith our students will:

- Discover the love of God through loving one another.
- Foster Christian values – compassion, tolerance, justice, and a respect for the dignity of life.
- Participate actively in their faith development through sacraments, liturgical celebrations, and a variety of prayer styles.
- Demonstrate a personal faith relationship with God by living the Gospel values and teachings of Jesus Christ through justice based service and prayer.
- Have a basic knowledge of the teachings of the Church and the ability to make good moral and ethical decisions based on their Catholic faith.

As Life – Long Learners our students will:

- Explore and develop their own unique gifts, talents and interests.
- Recognize the importance of a healthy lifestyle, and the negative effect of drug and alcohol use.
- Read for enjoyment and knowledge.
- Have the ability to work cooperatively with others.
- Articulate ideas clearly and creatively, and communicate effectively through reading, writing, and speaking skills.
- Use technology to obtain, evaluate, and communicate information.
- Be prepared for the next level of education through critical thinking and problem solving skills.

As Responsible Citizens our students will:

- Accept responsibility and consequences for their actions.
- Exhibit the social skills and moral values needed for responsible citizenship.
- Appreciate and respect the cultural diversity of our global community.
- Exhibit good sportsmanship.
- Grow in awareness and responsibility towards others and their community
- Develop strong character traits to strengthen self-esteem and build skills to meet life’s challenges.

BELONGING TO THE HOLY FAMILY COMMUNITY

Families that choose to join the Holy Family community are committing to the philosophy of shared responsibility in the education of their child. It is a partnership between the parents and the school that supports the development of the whole child. What makes our parish school so special is that it is a community in the truest sense of the word - a place where our young people can gather to learn and experience our common faith and tradition as believers in Jesus Christ. Research has shown that children whose parents are involved in their child's education do better in the academic environment. In understanding this philosophy, we have instituted several programs and activities to encourage our parental involvement. Below is a list of these activities and a brief description of the expectation for participation.

Tuition

As a private Catholic educational institution, our operating budget is funded solely by tuition payments made by parents and fundraising activities throughout the year. Tuition for the school year is based on teacher and staff salaries, and other educational costs. Tuition may be paid monthly or yearly. A tuition schedule is handed out yearly, along with a tuition agreement.

Service Hours

Each family has an obligation to complete 20 hours of service each year. The purpose of this program is for all school parents to participate as volunteers in the activities of the school and/or parish. Activities include, but are not limited to, teacher aide, board member, field trip driver, working at festival, etc. A list of opportunities is sent home at the beginning of the school year, and may be found on our web site. In order to volunteer at Holy Family School, cleared fingerprint reports must be on file in the school office.

Scrip Commitment

Each family is expected to purchase 4,000.00 of Scrip per school year to help offset operating budget expenses. This amount must be reached by the end of April 2013. Our list of Scrip participants is extensive to help all families meet this commitment.

PTG Fundraising Participation

Our Parent-Teacher Group (PTG) sponsors several major fundraising events each year. These fundraisers currently are: a Fashion Show in the fall and Jog-A-Thon in the spring. The school also has an Annual Golf Tournament and Enchanted Evening Dinner/Dance Auction. All of the money raised goes to support the operating budget of the school, or specific projects that are not covered by the school budget. All families are required to participate in and support our fundraising events in some capacity.

School Development

Our "Gifting of Faith" appeal will be used to fund our long-range plan which includes technology upgrades and other needed improvements. Last year we were able to raise over \$50,000 for the school. This is a tax-deductible way to help support the school. We ask our families to support this appeal based on their financial capabilities.

HOLY FAMILY SCHOOL ABOUT OUR SCHOOL

Established:	September 1986 – Catholic Elementary School
Accreditation:	6 Year Accreditation by Western Association of Schools & Colleges
Grades:	Preschool through Eighth grade, two classes per grade
Class Size:	Preschool - 36 Kindergarten – 25 First through Eighth – 30-35
Hours:	Preschool: 9:00 a.m. to 1:00 p.m. Kindergarten: 7:55 a.m. to 1:30 p.m. First through Eighth: 7:55 p.m. to 3:00 p.m. Kindergarten through Eighth: Wednesday, 7:55 a.m. to 12:45 p.m.
Students:	455
Families:	317
School Colors:	Blue and Gold
School Mascot:	Bear

Faculty: All teachers are college graduates with full teaching credentials, many have advanced degrees.

Core Program: Religion, Mathematics, Language Arts (Reading, Phonics, English, Spelling, Handwriting), Natural Sciences and Social Sciences. Algebra (offered to qualified 7th and 8th grade students).

Weekly: Music, Physical Education, Library, Computer, Art and Spanish

Religious Formation and Activities: The school day starts with a school wide prayer. There are also monthly liturgies, prayer services, sacramental preparation, seasonal spiritual activities and retreat opportunities

Extra Curricular Activities: Academic Chess Club, Community Outreach, Girl Scouts, Boy Scouts, Student Council, Lego Robotics, Girls on the Run and California Junior Scholarship Federation.

Sports: Basketball, Volleyball, Track, Softball (Girls), and Flag Football (Boys) for students in 5th-8th grades.

Student Services: Day Care – 7 a.m. to 6 p.m. Learning Assistance Program for students in K-3rd grades and Occupational Therapist for students in Preschool thru 4th grades.

Parent Involvement: Parents are required to volunteer 40 hours per year for a two-parent family, 20 hours for a single parent and preschool. A \$4,000.00 yearly family purchase of Scrip (gift cards) and support of our fundraisers is also required.

Current Registration: Registration fees, after acceptance, are \$400.00 per child (non-refundable).

ANNUAL TUITION FOR 2011/2012 SCHOOL YEAR*

	TUITION
Preschool	\$7,791.00 (5Day) \$4,675 (3 Day) \$3,225 (2 Day)
Kindergarten	\$7,791.00
One child – Gr. 1-8	\$ 8,217.00
Two children – Gr. K-8	\$15,146.00
Three children – Gr. K-8	\$21,950.00
Four children – Gr. K-8	\$28,755.00

* TUITION FOR 2012/2013 WILL BE SET BY END OF APRIL 2012

Holy Family 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. It does not discriminate on the basis of race, color, national, or ethnic origin in the administration of educational policies, admissions policies, scholarships and loan programs, or athletic and other school programs.

Holy Family School Preschool
Application Information and Admission Policy

All students interested in applying to Holy Family School Preschool must meet the criteria: Must be age 3 by September 1, 2012. **Must also be potty-trained.**

Admission Policy

Non-Discrimination Statement

The preschool does not unlawfully discriminate on the basis of race, color, national or ethnic origin, age, sex, or disability in the administration of its educational policies, scholarship, and loan programs, and other school administered programs.

Admission Priorities

All incoming students will be admitted as follows:

- Priority 1: Santa Familia eligible children (10 seats)
- Priority 2: Siblings of children currently enrolled in the school.
- Priority 3: Students whose families are registered and active parishioners, who regularly attend Mass at Holy Family Parish and whose registration forms are submitted by the required dates.
- Priority 4: If room is available, transferring Catholic preschool students whose families register and become active parishioners.
- Priority 5: If room is available, Catholic preschool students from outside the parish who will support the school.
- Priority 6: If room is available, other students who by their behavior and attitude demonstrate an acceptance of the preschool philosophy will be admitted.

Admission Criteria

Following the priority determination listed above, admission to preschool will be determined by these criteria:

- Criteria 1: The applicant must be three years of age by September 1 and be **potty-trained**.
- Criteria 2: The applicant family must complete all required forms and provide a birth certificate and proof of the child having had a physical examination within last year.
- Criteria 3: It is of the utmost importance that parents understand and agree that their support of the preschool, especially in regards to prompt payment of tuition is required for admission and continued good standing with the school.
- Criteria 4: All applicants and their parent(s) may be interviewed by the Director. Those students accepted for preschool will be placed on probation for 2 months. The administration and faculty of the preschool wish to remind every family that this preschool is not designed to accommodate behavioral problems. We will do all in our power to facilitate specialized testing where deficiencies may be caused by specific learning difficulties. During the 2-month trial period, it will be determined if the program meets the child's best interests within the two months or at the end of the trial period, the child may be withdrawn at the request of the Director.

Completed Application Consists of:

1. Application Fee-\$60.00 (non-refundable)
2. Copy of County Birth Certificate (not a hospital copy)
3. Copy of Baptismal Certificate (if baptized)
4. Evaluation from previous preschool or day care
5. Copies of Immunization Records
6. Completed Application

Return the application and accompanying materials to Sheryl Citta, Admissions Director. Interview times will not be scheduled until the application is completed.

Curriculum Overview

SPIRITUAL DEVELOPMENT

- to learn about God's love for them
- to develop natural curiosity and wonder about God and the world
- to shape attitudes of love and respect for self and others
- to learn prayer and songs

SOCIAL DEVELOPMENT

- to be responsible for behavior, classroom materials and school routine
- to learn how to share
- to participate in group activities
- to begin to develop relationships with others

COGNITIVE DEVELOPMENT

- to develop listening and speaking skills related to self expression
- to utilize play to order, generalize, and interpret experiences
- to utilize thinking skills and process information
- to begin to understand symbolic relationship between written and spoken forms of communication
- to develop the basic math concept of number patterns
- to be exposed to the concept of proceeding from concrete to the representational to the abstract

EMOTIONAL DEVELOPMENT

- to develop a positive self image
- to relate to others in group situations
- to develop self help skills
- to utilize quiet and reflective moments

PHYSICAL DEVELOPMENT

- to utilize activities to develop gross motor skills
- to utilize activities to develop fine motor skills
- to employ these skills in cooperative outdoor play
- to promote the development of coordination through specific activities



Little Bears Daily Schedule



8:00-8:45 drop off for school- puzzles, blocks and table top centers

8:45-9:00 clean up

9:00-9:20 circle Time

9:20-9:50 small group activities

Group #1 Schedule

9:50-10:10 small group activities

10:10-10:30 snack & outdoor discovery time

10:30-11:00 circle time

11:00-11:30 math centers

11:30-12:00 religion

12:00-1:00 lunch & outdoor discovery

1:00-1:30 pick up time from school/ quiet activity time

1:30 day care begins

1:30-2:30 quiet/ nap time

2:30-3:00 puzzles

3:00-3:30 PM Snack and Outdoor Discovery

3:30-5:30 arts & crafts, dramatic play and activity centers

5:30-6:00 clean up

Group #2 Schedule

9:50-10:10 snack & outdoor discovery time

10:10-10:30 circle time

10:30- 11:00 centers

11:00-11:30 centers

11:30-12:30 lunch & outdoor discovery

12:30-1:00 story and songs

*Daycare is provided at an hour fee and will billed monthly with tuition

HOLY FAMILY PRESCHOOL APPLICATION 2012-2013

Application Date _____ Application # _____ \$60 Application Fee must accompany this form Check # _____

STUDENT'S INFORMATION

Age as of September 1, 2012 _____

Child's Name _____
Last
First
Middle
Name used by Child

Birthplace _____ Birth date _____ Sex _____

Child Living With _____

Address _____
City
Zip

Telephone (____) _____ Religion _____

Parent Signature _____ Parent/Guardian E-Mail Address _____

Names and ages of other siblings at home and school now attending, if any _____

If applying for more than one child, what other grades? _____

How did you hear about Holy Family School? _____

Public School of Residence _____ **School District** _____

Previous Preschool (if applicable) _____

Any Special Testing Performed _____ **Dates** _____

ETHNIC BACKGROUND LIVING WITH LANGUAGE SPOKEN AT HOME PARENTAL STATUS
Pick one

- | | | | |
|---|--|--|--|
| ___1 Caucasian
___2 Hispanic
___3 Afro-American
___4 Chinese
___5 Japanese
___6 Korean
___7 Filipino
___8 American Indian
___9 Vietnamese
___10 Multi
___11 Other _____ | ___1 Both Parents
___2 Father
___3 Mother
___4 Guardian
___5 Foster Parent
___6 Stepfather
___7 Stepmother
___8 Other (Specify) _____ | ___1 English
___2 Spanish
___3 Other (specify) _____

CITIZENSHIP
___1 Native born
___2 Naturalized
___3 Resident Alien
___4 Non-resident Alien | Father ___1 Married
___2 Divorced
___3 Separated
___4 Remarried
___5 Deceased
___6 Single

Mother ___1 Married
___2 Divorced
___3 Separated
___4 Remarried
___5 Deceased
___6 Single |
|---|--|--|--|

OFFICE ONLY

App. Fee _____

Immunizations _____

Health History _____

Birth Cert. _____

Bap/1st/Conf _____

Parishioner _____

Other Parish _____

Catholic _____

Non Catholic _____

Resident Doc. _____

Sibling _____

School Record

Current School _____ Phone (____) _____

Address _____
City
Zip
Years Attended _____

Church Record

Parish Now Attending _____

Parish of Residence _____

Year Registered _____

(by address)

Baptism: ____/____/____

Baptism Church: _____

City _____ State _____

HOLY FAMILY PRESCHOOL APPLICATION 2012-2013

Father Information

Name _____ Home Phone (_____) _____
Last First
Address _____ Birthplace _____
Number & Street City Zip
Religion _____ U.S. Citizen? Yes ___ No___
Email _____
Occupation _____ Wk Ph(____) _____ Cell Ph(____) _____
Employer _____ Address _____
Drivers License No. _____

Mother Information

Name _____ Home Phone (_____) _____
Last First
Address _____ Birthplace _____
City Zip
Religion _____ U.S. Citizen? Yes ___ No___ Email _____
Occupation _____ Wk Ph (____) _____ Cell Ph (____) _____
Employer _____ Address _____
Drivers License No. _____

Step-Parent or Guardian Information (if applicable) Please indicate if Step-Parent or Guardian

Name _____ Home Phone (_____) _____
Last First
Address _____ Birthplace _____
City Zip
Religion _____ U.S. Citizen? Yes___ No___ Email _____
Occupation _____ Work Phone (____) _____ Cell Phone (____) _____
Employer _____ Address _____
Drivers License No. _____

Session Preference:

_____ 5 Day _____ 3 Day (MWF) or _____ 2 Day (TTH) There is limited availability for 2 and 3 day.

Please attach a \$60.00 non-refundable application fee.

When submitting this application please include a copy of the child's birth certificate.

CHILD'S PREADMISSION HEALTH HISTORY—PARENT'S REPORT

CHILD'S NAME	SEX	BIRTH DATE
FATHER'S NAME	DOES FATHER LIVE IN HOME WITH CHILD?	
MOTHER'S NAME	DOES MOTHER LIVE IN HOME WITH CHILD?	
IS /HAS CHILD BEEN UNDER REGULAR SUPERVISION OF PHYSICIAN?	DATE OF LAST PHYSICAL/MEDICAL EXAMINATION	

DEVELOPMENTAL HISTORY (*For infants and preschool-age children only)

WALKED AT*	BEGAN TALKING AT*	TOILET TRAINING STARTED AT*
MONTHS	MONTHS	MONTHS

PAST ILLNESSES — Check illnesses that child has had and specify approximate dates of illnesses:

	DATES		DATES		DATES
<input type="checkbox"/> Chicken Pox		<input type="checkbox"/> Diabetes		<input type="checkbox"/> Poliomyelitis	
<input type="checkbox"/> Asthma		<input type="checkbox"/> Epilepsy		<input type="checkbox"/> Ten-Day Measles (Rubeola)	
<input type="checkbox"/> Rheumatic Fever		<input type="checkbox"/> Whooping cough		<input type="checkbox"/> Three-Day Measles (Rubella)	
<input type="checkbox"/> Hay Fever		<input type="checkbox"/> Mumps			

SPECIFY ANY OTHER SERIOUS OR SEVERE ILLNESSES OR ACCIDENTS

DOES CHILD HAVE FREQUENT COLDS? <input type="checkbox"/> YES <input type="checkbox"/> NO	HOW MANY IN LAST YEAR?	LIST ANY ALLERGIES STAFF SHOULD BE AWARE OF
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DAILY ROUTINES (*For infants and preschool-age children only)

WHAT TIME DOES CHILD GET UP?*	WHAT TIME DOES CHILD GO TO BED?*	DOES CHILD SLEEP WELL?*
DOES CHILD SLEEP DURING THE DAY?*	WHEN?*	HOW LONG?*
DIET PATTERN: (What does child usually eat for these meals?)	BREAKFAST	WHAT ARE USUAL EATING HOURS? BREAKFAST _____ LUNCH _____ DINNER _____
	LUNCH	
	DINNER	

ANY FOOD DISLIKES? ANY EATING PROBLEMS?

IS CHILD TOILET TRAINED?*	IF YES, AT WHAT STAGE:*	ARE BOWEL MOVEMENTS REGULAR?*	WHAT IS USUAL TIME?*
<input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> YES <input type="checkbox"/> NO	
WORD USED FOR "BOWEL MOVEMENT"*		WORD USED FOR URINATION*	

PARENT'S EVALUATION OF CHILD'S HEALTH

IS CHILD PRESENTLY UNDER A DOCTOR'S CARE?	IF YES, NAME OF DOCTOR:	DOES CHILD TAKE PRESCRIBED MEDICATION(S)?	IF YES, WHAT KIND AND ANY SIDE EFFECTS:
<input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES CHILD USE ANY SPECIAL DEVICE(S):	IF YES, WHAT KIND:	DOES CHILD USE ANY SPECIAL DEVICE(S) AT HOME?*	IF YES, WHAT KIND:
<input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> YES <input type="checkbox"/> NO	

PARENT'S EVALUATION OF CHILD'S PERSONALITY

HOW DOES CHILD GET ALONG WITH PARENTS, BROTHERS, SISTERS AND OTHER CHILDREN?

HAS THE CHILD HAD GROUP PLAY EXPERIENCES?

DOES THE CHILD HAVE ANY SPECIAL PROBLEMS/FEARS/NEEDS? (EXPLAIN.)

WHAT IS THE PLAN FOR CARE WHEN THE CHILD IS ILL?

REASON FOR REQUESTING DAY CARE PLACEMENT

PARENT'S SIGNATURE	DATE
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