



St. Maria Goretti School

ADMISSIONS POLICY

The following criteria have been set for the consideration of admission of students to St. Maria Goretti School.

- ✚ Children are considered for admission without regard to race, gender, national or ethnic origin.
- ✚ A child must be age five (5) by September 1 to enter Kindergarten and age six (6) by September 1 to enter First Grade.
- ✚ The following are the priorities for admission of registered students to SMG:
 1. K-8 Students enrolled at St. Maria Goretti School at the conclusion of the previous academic year whose families are Active Parish Families.
 2. Siblings of K-8 students currently enrolled at SMG or whose siblings are graduated alumni and whose families are Active Parish Families.
 3. Children of parish and diocesan employees who are employed by SMG parish or the Madison Diocese for at least one calendar year and whose family is an Active Parish Family.
 4. Siblings of previous K-8 students (who have not graduated) at SMG whose families are Active Parish Families.
 5. Children of parent(s) who have attended St. Maria Goretti School who are Active Parish Families.
 6. Children of families who are Active Parish Families.
 7. Position on a **Waiting List**.
 8. Children of families who are active parish families in a Catholic Parish that does not have a Catholic school.
 9. Consideration is given to all other applicants.
- ✚ Commitment to the principles of St. Maria Goretti Catholic Parish & School, as expressed in the Parish and School Mission Statements.
- ✚ Previous school records, including references to academic performance, school attendance and conduct.
- ✚ Openings in a particular class.

An **Active Parish Family** is defined as follows:

1. **Church Activities** includes being a registered member of St. Maria Goretti Parish, and having/using the church envelope. To be a registered parish member, at least one parent/guardian must be a practicing Catholic. An active parish family participates in the

worship opportunities of the parish (e.g. Sunday liturgy, liturgical seasons, prayer services, Lenten Mission, etc.) lector, commentator, choir, ushering, and communion ministers.

2. **Parish School/Religious Education Activities** includes room parent(s), field trip chaperones, sports coach, assisting with pageants and skits, and classroom activities. Teaching or assisting with the Religious Education or Youth Ministry Programs.

3. **Parish Commissions and Parish Life Activities** include the completion of the “Time & Talent” survey, which indicates where an individual may be best-suited to serve the St. Maria Goretti Parish community. Volunteer activities include serving on commissions, councils, or committees, parish festival, fish fries, spaghetti dinner, pancake breakfast, donating food for funeral dinners, St. Paul meal programs and the like.

A **Waiting List** is maintained for all grade levels as required and will be used for placement of students from the time of the lists annual review until the following January 15th. Qualified applicants will be placed on a Waiting List after the registration process is complete. The Waiting List will be reviewed and regenerated annually, after the registration process is complete based on the validation of criteria from our admissions policy. Priority placement on the Waiting List is determined in accordance with the priorities for admission of registered students, with special circumstances to be reviewed by the SMG Admissions Committee. Applications received after the completion of the registration process will be placed at the end of the Waiting List. Parents and Guardians of children on the Waiting List shall be responsible for maintaining accurate records of current address, phone numbers, and other identifying information. The school will make contact annually with everyone on our waiting list. If a family is offered enrollment, and declines the opportunity, that child will be dropped to the bottom of the Waiting List, or be removed based on the request of the family.

- ✚ Non-parishioners shall pay 100% of all educational costs.

- ✚ The number of K-8 students in each section per grade level is limited to 25 students. The number of preschool students in each section is limited to 15 students for the 4 year olds and 12 students for the 3 year olds. St. Maria Goretti School is not always able to meet the exceptional education needs of all students.

- ✚ Up-to-date immunization records for all students must be completed and returned to the school office within the first 30 days of attendance.

- ✚ No child shall be denied admission to St. Maria Goretti School for financial reasons alone. *Application for Financial Aid* forms are available in the school office. Please contact the SMG principal for more information. *[All information pertaining to financial assistance will be sent from and turned in to the Parish Business Manager to maintain confidentiality.]*

When making decisions on student admissions, the SMG Admissions Board will consider all aforementioned procedures and policies, in addition to information and/or input from a student-applicant’s family, SMG faculty, SMG School administration and/or St. Maria Goretti Parish administration.