



OUR LADY OF THE ASSUMPTION SCHOOL

2255 Fraser Avenue, Port Coquitlam, BC V3B 6G8 | www.assumptionschool.com | office@olapoco.ca

KINDERGARTEN APPLICATION FORM 2025

Thank you for your interest in Our Lady of the Assumption school. Our elementary school has grades from Kindergarten to Grade 7 with approximately 30 students in each class. **This package is for September 2025 Kindergarten start.**

With the leadership of our Parish Priest, Father James Hughes, the Parish Education Committee (PEC) and our Principal, Ms. Rosaleen Heffernan, our school is under the authority of the Catholic Independent Schools of the Archdiocese of Vancouver and the BC Ministry of Education. Our faith-based school is partially funded by the Ministry of Education and tuition collected from families. Tuition rates are set each year by our Parish Education Committee.

At Our Lady of the Assumption School, we believe in achieving high academic standards which also encourage creativity and individuality in each child. As Catholic educators, we are committed to leading our students to develop a relationship with Jesus and a love of the Catholic faith. Our school strives to ensure each child feels safe, accepted, and respected. We wear a uniform with pride. We believe that parents are the primary educators of their children, and we look forward to working together with you.

APPLICATION PACKAGE RETURN DATES

We will accept complete kindergarten applications from January 6 to January 17, 2025; from 9:00am-2:00pm

NOTE: School is closed for Christmas Break from December 21, 2024 to January 5, 2025

OPEN SCHOOL TOURS – January 14, 2025 @ 9am-10am | APPLICATION DEADLINE - January 17, 2025 @ 2pm

CHECKLIST

ONLY COMPLETE APPLICATIONS WILL BE ACCEPTED

- Kindergarten Application Form
- Family Photograph
- \$100.00 Non-Refundable Application Fee



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~ KINDERGARTEN APPLICANTS MUST BE 5 YEARS OF AGE PRIOR TO **DECEMBER 31, 2025** ~

Children may start kindergarten in September of the year they turn five years old. At Our Lady of the Assumption, Kindergarten applications are accepted every January, for those children starting in September of that same year.

For example, a child born in 2020, would be eligible for kindergarten in September 2025 and applications would be available January 2025.

ADMISSIONS STEPS

There is a 3-step admissions process when applying to Our Lady of the Assumption School.

1. **APPLICATION FORM**– Student Application Forms must be completed in full and returned to the school including required documentation and application fees listed on the forms. Please read and familiarize yourselves with school policies that can be found on the school website.
2. **FAMILY INTERVIEW** – Parents/Guardians and their child(ren) are required to meet with the Parish Priest and the Principal for an informational meeting. The meeting will be scheduled by the school office as the applications received by application deadline are reviewed.
3. **REGISTRATION PACKAGE**– A Registration Package will be distributed to successful applicants once applications have been approved. Please return completed registration forms and applicable fees to Our Lady of the Assumption School.

**This 3-step admissions process is typical, but may vary.*

CATHOLIC INDEPENDENT SCHOOLS OF THE VANCOUVER ARCHDIOCESE'S PRIORITY OF ACCEPTANCE

1. Children presently enrolled in the school if they and their families meet the expectations of the school.
2. Siblings of children already in the school, whose families are practicing Catholics active in the Parish.
3. Children whose families are practicing Catholics active in the Parish.
4. Siblings of children already in the school, whose families are practicing Catholics active in other Parishes.
5. Children whose families are practicing Catholics coming into the Parish, who have been attending Catholic School elsewhere.
6. Children whose families are practicing Catholics active in other Parishes.
7. Children whose families are either not practicing Catholics or not active in their Parishes.
8. Non-Catholics. Enrollment of more than 15% non-Catholics in any grade requires the approval of the Board of Directors. Once accepted into the school, non-Catholics need meet only the criteria expected of other students to be re-admitted in subsequent years. Siblings of non-Catholic students cannot be given priority over Catholics.



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KINDERGARTEN APPLICATION FORM (2025-2026)

PLEASE PRINT CLEARLY AND COMPLETE ALL INFORMATION IN FULL

STUDENT PERSONAL INFORMATION

STUDENT'S Name: _____ / _____ / _____
Legal Surname Legal Given Name Middle Name Usual Name

Address: _____ Home Phone #: _____
(House Number, Street, City, Postal Code)

Date of Birth: ____/____/____ Place of Birth: _____ Gender: M / F
Year / Month / Day

STUDENT CITIZENSHIP:

Country/Province of Birth: _____

Student Citizenship: Canadian Permanent Resident Other _____

Immigration Status: _____ **Expiration Date of Visa:** _____

If born outside of Canada, date of entry to Canada ____/____/____
Year / Month / Day

Student's First Language: _____ **Primary Home Language:** _____ **Language Most Used:** _____

Student's Aboriginal Ancestry: Metis Inuit Status-On Reserve Status-Off Reserve Non-Status

Band of Origin: _____ **Band of Residence:** _____ **Status #:** _____

Student's Present School (or StrongStart): _____ **Permission to Contact:** Y / N

Address of School/Preschool/Daycare/StrongStart: _____
(Street, City, Postal Code)

PARENT/GUARDIAN INFORMATION

FATHER'S Legal Name: _____ **Father's Religion:** _____

Father's Employer & Occupation: _____

Father's Address (if different from child): _____
(House Number, Street, City, Postal Code)

Father's Citizenship: Canadian Permanent Resident Other _____

Father's Cell Phone #: _____ **Work Phone #:** _____ **Email:** _____

MOTHER'S Legal Name: _____ **Mother's Religion:** _____

Mother's Employer & Occupation: _____

Mother's Address (if different from child): _____
(House Number, Street, City, Postal Code)

Mother's Citizenship: Canadian Permanent Resident Other _____

Mother's Cell Phone #: _____ **Work Phone #:** _____ **Email:** _____

Preferred FAMILY Email: _____ (for weekly school newsletters)



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RELIGIOUS INFORMATION

Child's Religion: _____

Has the child received the Sacrament of Baptism: YES NO

Has the child received the Sacrament of First Communion: YES NO

Church Parish Name: _____ Church Envelope #: _____

STUDENT ALERTS

MEDICAL ALERTS

Please include all conditions, illness or any other important information.

- Severe Allergies. Does your child require an EpiPen? YES NO
List of Severe Allergies (ie tree nut, peanut, egg, seafood, etc.) _____
- Non-Life-Threatening Allergies (ie pollen, grass, food allergy, insect bites, etc.) _____
- Asthma Diabetes Epilepsy Heart Condition _____
- Wears Glasses Contact Lenses Hearing Impairment Hearing Aid _____
- Medication? _____
- Other Medical Alert: YES NO

Please specify. (Note: Staff cannot administer medication unless a formal request form is completed). If your child has a medical condition that requires specific instructions, you must fill out the appropriate paperwork which is available at the school office. Only allergies which require a medical plan need to be listed here.

LEGAL ALERTS

- Are there Court Orders related to this student? YES NO
- Other Legal Alerts: _____

STUDENT SUPPORT NEEDS

- Does the child have any Learning Differences (i.e. speech, physical challenges, autism, etc.) YES NO
- Has the child had an assessment completed or is in progress? (i.e. SLP, OT, psycho educational)? YES NO
- Other Support needs: _____

To provide a safe and productive learning environment, it is imperative that pertinent information is disclosed to the school for educational planning purposes. Acceptance is contingent upon appropriate disclosure of relevant information to the school. Disclosure of this information **WILL NOT AFFECT** your child's admission.

PARENT/GUARDIAN CONSENT

I/We consent to having Our Lady of the Assumption School collect personal information that may include student identification information, birth certificate, legal guardianship, court orders if applicable, parent's address/phone numbers/email address and any similar information needed for registration. This information is required to register your child at this school and assist the school in making an informed decision as to your child's appropriate placement in the school. Student information is also available to the Fraser Health Authority. Your Preferred Family Email address will be added to the School Wide Announcement email list every year. The school may prepare a family contact list for each class, to be distributed to school administrative personnel and teachers, for the purpose of contacting you for emergency and non-emergency school or parish related issues. For more information, the privacy manager for Our Lady of the Assumption School is the office manager and school principal, they may be reached at 604.942.5522.

Upon applying for our children to attend Our Lady of the Assumption School, we do so with the understanding that we will comply with the policies set down by the school regarding the Christian Education program, tuition fees, discipline, parental participation, the school dress code and the school grant regulations.

I/We understand that my signature indicates that all information documented is truthful and complete.

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____