



Sts. John and Paul School
280 Weaver Street
Larchmont, NY 10538
914 834 6332

Checklist for New School Families
(“Forms” tab at sjpschool.org)

To Do List For New Families ASAP:

- FACTs Payment Agreement -enclosed (Tuition Schedule is on the website / K to 8 and PK-4) “Admissions” tab
- Medical and Dental forms
- Provide Copies; Sacrament Certificates – Birth Certificate, Baptism*, First Communion*, Confirmation*
(if applicable)
- Emergency/IRIS (*Immediate Response Information System*) Form
- Blue Book Directory Form
- Ethnicity/Race Information
- Personality Description Form
- Records Release Form (Grades 1 - 8) *(if not already completed)*
- Enrollment Language Program form - with its Tuition Schedule *(if not already completed)*

Forms due by the first day of school “School Forms and Parents” tab

(Some may not be up until after the first week of school)

- Media Authorization Form
- Handbook Acknowledgement Form – Signature Page Handbook will be updated by the end of July
- Internet Contract
- State Textbook Form

Optional forms

- Aftercare Program Form and Fee -
- Transportation Notice – Busing determined by home district
- Milk Order Form
- Hot Lunch Order Form – Different selection each day – **One form per child**
- Lunch With Lou Information (everyday, but Friday)

Information to review under “Parents” tab

- Uniform ordering information and description (updated in mid July)
- Dismissal Procedure with Parking Lot Description “Parents” tab