



Saints Francis & Clare of Assisi

Roman Catholic Church and School

5901 Olive Branch Road, Greenwood, IN 46143

Saints Francis & Clare of Assisi School Ministry prepares children to be leaders in faith, academics, and character. Our Catholic identity, academic excellence and nurturing environment empower children to know, love, and serve God.

Saints Francis & Clare of Assisi School Ministry Tuition Policy

Approved November 10, 2016

Revised January, 2018

Revised October, 2018

Revised December 12, 2019

1. **Purpose.** CCC 2229. “As those first responsible for the education of their children, parents have the right to choose a school for them which corresponds to their own convictions. As far as possible parents have the duty of choosing schools that will best help them in their task as Christian educators.”
Saints Francis & Clare of Assisi School (SSFC School) and Early Childhood Ministry (ECM) are ministries of Saints Francis & Clare of Assisi Parish. It is the mission of the Saints Francis & Clare of Assisi community to make Jesus Christ known, loved and served. The School ministry does this by offering an authentic and affordable Catholic education to parents who choose SSFC School.
2. **Review.** The School Finance Committee shall review this policy every 3 years (2016, 2019, 22, etc.) and will advance recommended changes to the School Commission for approval. The School Commission shall review and re-approve even in the event of no changes by the School Finance Committee. Once approved by the School Commission and ratified by the Pastor, revision of this policy shall supersede any prior tuition policy of the School Ministry.
3. **Parishioner/Non Parishioner (Catholic vs non-Catholic) tuition rates.** SSFC School will not differentiate by faith background with respect to tuition. The school will offer a single tuition rate regardless of faith affiliation.
4. **Employee Discount.** The school will offer employee discounts to all SSFC Parish and School employees in the following amounts:
 - a. 25% off tuition infant/toddler room in the ECM full time employees;
 - b. 50% off tuition children in PS-8 for full time employees;
 - c. 25% off tuition for children in PS-8 for part time employees. All part time employees of SSFC Parish and School must work a minimum of 20 hours per week to receive a 25% discount for students in preschool through 8th grade.

- d. 25% off tuition will be offered to the children of full time teachers and administrators at other Catholic Schools or full time employees of Archdiocesan Agencies.
 - e. If an employee would choose to un-enroll their infant or toddler for the summer months, they may risk losing the spot in the fall if the program is at capacity.
5. **Multi-child Discount.** Tuition rates will be set for the first three children in a family preschool through 8th grade. Children 4+ in a family will be tuition free. The tuition rate for a second child will be frozen until the 2nd child rate is 75% of the first child rate. The 3rd child rate will be at 55% of the first child rate. **Preschool-8** . For the next 3 years from December 2019, SSFC School will continue to include Preschool in the multi-child discount through 8th grade.
 6. **Tuition assistance.** Tuition assistance through the Godparent Fund will be offered to all in need for students KG-8th. Requests are to be evaluated in a blind fashion without names attached.
 7. **Aftercare/ Wolf Adventures.** Charges for Wolf Adventures (pre-after care, camps and clubs) are in addition to tuition.
 8. **Lunch.** Charges for lunch are in addition to tuition. The cafeteria labor and food expenses are to be fully funded by the lunch rate determined by the cafeteria. The school will add a line item to bring the cost of lunch for teachers down to the rate determined for the students. Lunch will continue to be provided for those students in the ECM toddler programs.
 9. **Fundraisers.** Funding from fundraisers augment the school budget.
 10. **Study Trips.** Study trips will be charged separate from tuition. Over the summer preceding the school year, the teachers of each grade level will determine the dates and costs of the study trips for the year. These rates are to be announced prior to the start of school. Parents may pay the full cost of field trips in a lump sum in August. The following study trip is excluded from this: Washington DC. At times a special study trip may be added, with administration approval, that may have an additional fee.
 11. **Technology/Book Fees.** Technology and book fees are to be included in the tuition rate.
 12. **Registration Fee.** A non-refundable registration fee will be charged on a per-child basis.
 13. **Non-Discrimination.** All schools operated by schools and parishes under the guidance of the Roman Catholic Archdiocese of Indianapolis admit 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 schools do not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.