



St. PHILIP'S
SCHOOL & COMMUNITY CENTER

WELCOME

Dear Prospective St. Philip's Parent,

Welcome to St. Philip's School and Community Center. Thank you for your consideration of our school to establish your child's educational foundation.

At St. Philip's, we are committed to our vision of transforming the world by faith, education and service. This commitment starts with our students. We are focused on the development of the mind, body and soul of each student. Our Christ-centered mission to offer excellence in academics and in community service sets the stage for all that we do.

Our highly trained and energetic faculty knows that the world is the classroom, and through high-tech classroom and field exposures, we are empowering minds to think globally and to think big!

All students, pre-K through seventh grade, engage in advanced, differentiated learning that meets them at their current knowledge base. Our standards-based, cross-curricular lessons that build confidence and help to stretch the imagination takes learning to new heights. The curriculum fosters freedom of expression and creativity through art, music, and project-based learning. The students' hands-on inquiry-based learning experiences strengthen critical thinking and problem-solving skills: whether our kindergartners are exploring the issue of food-waste or our sixth-graders are cultivating solutions to combat our community's food dessert status. We are working diligently to prepare them to become forerunners of the 21st century, with an emphasis on servant leadership. Upon graduation, our students know whose they are and who they are, because we believe that their "Destiny Starts Here." Seeking to inspire and ignite purpose, St. Philip's graduates develop life-long habits and commitments to scholarliness, spirituality, and service.

In order to make a true determination as to whether St. Philip's School and Community Center is the right fit for your family, we invite you to learn more about our school and ask questions. In response to the evolving conditions of COVID-19 and out of an abundance of caution, our admissions office will operate virtually this fall. In order to prioritize the health and safety of our students and community, we will not be able to offer campus tours or in-person visits at this time. However, our admissions team is seeking new and innovative ways to share the great things happening at St. Philip's. We will continue working diligently to execute our mission of making an unparalleled education accessible to families. Until we can meet in person, please review the information provided and let's get to know each other virtually.

We appreciate your interest in St. Philip's School and Community Center. Our school receives numerous applications and space is limited. We encourage you to begin the admission process now and to be mindful of required dates. We look forward to serving your family.

Sincerely,



Darnetta Forteau
Director of Admissions



St. PHILIP'S
SCHOOL & COMMUNITY CENTER

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ACADEMIC OVERVIEW

St. Philip's Philosophy

The mission of St. Philip's School and Community Center is to enhance the lives of children and families regardless of economic background but with particular emphasis on low- and moderate-income families, through educational excellence, Christian principles, and compatible community services.

The philosophy of St. Philip's School is to accept students from a range of abilities and backgrounds, recognizing each child as a unique creation entitled to love, respect, and opportunities for safe and challenging passage through the early years. The school's small class sizes and varied educational techniques enhance and develop the unique learning style of each child and aims to install and strengthen qualities that promote a secure and responsible adult life.

The philosophical grounding of the community center programing is with an aim to prepare vs. repair. There is an intentional attempt to avoid programing that is corrective in nature. The community center takes on an approach of collaboration with like-minded entities to attract services that meet the needs of our area residents.

St. Philip's Statement of Values

Educational Excellence: providing the strongest possible academic background and the richest possible academic experience

Educational Opportunity: providing access to an excellent education for children including those for whom such access would not otherwise be possible financially

Christian Education: providing a religious environment for personal growth shaped by the spirit of Jesus Christ

Self Esteem: maintaining an atmosphere that develops and strengthens each individual's sense of self worth

Personal Development: helping to strengthen each individual spiritually, emotionally, and intellectually

Ethnic Awareness: helping to foster and nurture cultural and ethnic awareness and pride bridging racial barriers: teaching and demonstrating the value of diversity in the community and teaching the humanity and brotherhood of all people

Community: working to impact and improve the lives of people through social services, enrichment programs, and recreational activities with special focus on low- and moderate-income families

St. Philip's Academic Overview

Early Childhood (Pre-K2 through Kindergarten)

The Early Childhood department educates children from pre-kindergarten through kindergarten (ages range from two through six years of age). The classes are self-contained.

The overall Early Childhood program is directly connected to the mission of the school to strive to transform the lives of children and families. Families are encouraged to be an integral part of the classroom experience through various volunteer opportunities and academic support responsibilities.

The goal of the program is to provide students with a comprehensive curriculum and a dynamic preschool experience while preparing them in the following developmental areas: language, communication, math, science, critical thinking, social, emotional and physical development.

Learning takes place in a nurturing environment designed to educate the whole child. The students engage in a variety of hands-on activities and lessons across all academic areas while being encouraged to explore, create and think critically. The teaching methodology evolves and adapts to the changing needs of the students.

Lower School (Grades 1st - 5th)

The Lower School educates students from first through third grade. Students move between two core subject teachers, one teaches math and science, while the other teaches Language Arts-Reading and Social Studies. In addition to the core content areas, students travel to other teachers for specialized classes including Art, Music, Spanish, P.E., and Technology.

Lower School is a time of explosive growth. The program builds on the skills mastered in early childhood by focusing on more formal/traditional study and independence. Hands-on learning activities and centers are consistently incorporated, but they are fused with other traditional methods for teaching and learning. The classroom consists of a more structured learning environment. Students spend more time at desks and/or tables, and the amount of direct instruction is increased. Classroom rules and instruction are designed to ensure appropriate routines and materials are used and followed. Learning activities are designed to promote critical thinking skills that become habitual and automatic.

Teachers use methodology and materials to help students learn information accurately and more rapidly. Learners are taken through the steps of learning systematically and intentionally, helping them to see the purpose and result of each step. Teachers explain exactly what students are expected to learn, demonstrate the steps needed to accomplish the task, and provide opportunities for useful practice. Students are motivated to examine the information, learn the vocabulary, memorize the rules, and recite the material learned. Through repetition and narration, students demonstrate their comprehension of the subject matter.

Middle School (Grades 6th-7th)

The goal of the Middle School Program is to provide academic and social foundation needed to transition from an elementary school environment into a larger and more independent setting. The platform of the program strives to foster growing independence and accountability. Students are taught to be curious and seek knowledge through the many opportunities they have that transform them into curious, compassionate, creative, and confident individuals.

The program includes small departmentalized classes in grades four through six. Communications (Reading, Language Arts, and Writing), Math, Science, and Social Studies make up the core classes with additional classes in Art, Music, Spanish, Technology, Physical Education, and Library.

Activities and lessons are established to meet the individual needs of students at varied levels of ability while promoting critical thinking and fostering problem solving. Teachers work to ensure that lessons incorporate multiple intelligences and allow for creativity as well as verbal and written expression. The program is enhanced through research projects, the infusion of Fine Arts and Technology within core class instruction, and team building games and activities. Students gain a clear understanding that learning involves the interweaving of all content areas. This idea is made more concrete as the students engage in an interdisciplinary project in the spring of the 6th grade year.



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ADMISSIONS CHECKLIST

The Office of Admission receives numerous applications each year. To ensure an optimal outcome with the process, please use this checklist and the Admission Calendar to submit all required documents by established deadlines. View this list online: <https://www.stphilips1600.org/admissions/apply.cfm>

Step One - Visit St. Philip's Virtually

- ▶ Please view our [virtual tour](#) and learn more about our [graduate profile](#) until we can meet in person.
- ▶ Click [here](#) to visit our virtual office hours or schedule a phone call
- ▶ Schedule an in-person tour with the Admissions team

Step Two - Apply to St. Philip's

- ▶ Submit the [online application](#) (*Please Note: In order to be eligible for the Pre-K2 class, your child must be two years old by August 1st, prior to the start of the school year. Please call if you have any questions about this policy.*)
- ▶ Pay the application fee (\$75)
- ▶ Return supplemental Admission forms to the Admission Office
 - Teacher Evaluation Form (*please submit to licensed daycare or school for completion, if applicable*)
 - Records Release Form (*required for 1st-6th, please submit to current school*)
 - Birth Certificate
 - Immunization Records

Step Three - Tuition Assistance (Optional) *(see tuition assistance handout)*

- ▶ Submit online Tuition Assistance application in [FACTS](#)
- ▶ Submit supporting documentation—refer to FACTS application for specific documentation requirements

Tip: Your tuition assistance application should be completed simultaneously with your application to receive a timely decision.

Step Four - Student Assessment

- ▶ Virtual Assessment (Instructions provided & scheduled by Office of Admission)
 - For Pre-K2 & Pre-K3: Video Submission
- ▶ In-Person Assessment (Scheduled by Office of Admission)
 - For Pre-K4-7th grade: In-Person Admission Testing

Step Five - Parent Interview (Virtual)

- ▶ Attend Virtual Interview Session (*Scheduled by Admission Office*)

Step Six - Acceptance

- ▶ Return enrollment contract by deadline
- ▶ Pay tuition deposit
- ▶ Set up [FACTS](#) account



TUITION AND FEES

2022-2023 School Year Tuition

APPLICATION FEE

A \$75 application fee is due at the time of application for new students only. This fee is non-refundable and non-transferable.

TUITION DEPOSIT

A \$250 deposit and the enrollment contract are due by February 28th for returning students or within 10 days from date of offer of admission for new students. The deposit is non-refundable and non-transferable.

TUITION COST (2022-2023 School Year)

Grade	Tuition Cost*	Tuition Deposit	Balance of Tuition Payment Options**		
			Plan A	Plan B	Plan C (12 Months May-Apr)
Pre-K - Kindergarten	10,054	250	9,554	4,902	817.00
1st - 3rd	10,710	250	10,210	5,230	871.66
4th - 6th	11,044	250	10,544	5,397	899.50
7th	11,500	250	11,000	5,625	937.60

*Actual tuition cost per year at St. Philip's is approximately \$18,500. The above numbers reflect your reduced cost made possible by fundraising initiatives.

**PLEASE NOTE: For late enrollees (enrollment contracts completed after March 2022) the monthly amount will be slightly higher as the payment cycle will still end in April 2023 and will be spread over fewer months. A \$500 tuition deposit is due for new or returning students who enroll after August 1st. All tuition and fees are Non-Refundable.

SIBLING DISCOUNT

An \$800 discount is applied toward the tuition of younger siblings when more than one sibling is enrolled.

RETURNING STUDENT DISCOUNT

A \$100 discount is applied toward the tuition of returning students whose re-enrollment is complete by February 28th. To be eligible, families must have completed the re-enrollment online packet, paid the Tuition Deposit, and have an active FACTS account.

BEFORE AND AFTER CARE

St. Philip's School & Community Center offers a Before and After School Care Program. After Care Only = \$1,300; Before Care Only \$800. When both services are chosen at the same time a \$300 discount will apply (total of \$1800). The discount is not applied if one is chosen and then the other is added later. A student may be added after the beginning of the school year as long as space is available before the second week of school. For this reason, it is advised to choose before and/or after care during enrollment. A student may be dropped from the program mid-year only and the cost of the program will be pro-rated accordingly.

OTHER COSTS

There are additional costs that a family typically incurs when a student attends St. Philip's that, while difficult to quantify, you should be made aware of. Examples of these include 1) Uniforms. St. Philip's students are required to wear uniforms and families are responsible for the purchase. Generally, the cost of one full set of uniforms for a new student can total around \$200. A limited number of used uniforms sold at a discounted price are available in the Spirit Shop on campus during our summer sales. 2) School Supplies. For various projects and presentations, students are required to provide their own supplies.



TUITION ASSISTANCE

Tuition Assistance Philosophy

St. Philip's School and Community Center has a need-based tuition assistance policy. For a school our size, we award a substantial amount of tuition assistance each year. Our admission decisions are made need-blind, without regard to a family's financial situation. We believe no qualified student should be denied enrollment because his or her family cannot afford tuition. It is also important to remember that an independent school education is a choice for families. Both the school and the families make significant financial sacrifices to support this choice. We review each application for tuition assistance by the same guidelines and evaluate individual family needs relative to others in our school.

Distribution of Tuition Assistance is based on need. It takes into consideration income, family size and any unusual circumstances. All students are eligible to be considered for tuition assistance with the submission of a complete tuition assistance application.

Online applications for tuition assistance are reviewed by the Tuition Assistance Committee; a calculation from FACTS Management is used in determining the amount of the award.

Tuition Assistance Checklist

- Complete the online Tuition Assistance application in FACTS by February 1st, 2022 for priority consideration. FACTS charges a \$30 online fee for processing the application.
- Submit all required supporting documentation to FACTS by February 1st, 2022.
- Tuition Assistance Awards will be mailed with Admission Decisions in March 2022.

Frequently Asked Questions

Do I have to reapply every year? Yes. Because a family's financial situation may change from year to year, the committee requires all current tuition assistance recipients to reapply each year. The amount of the award may vary depending on the circumstances of the family and school.

Do I have to pay the Tuition Deposit if I receive Tuition Assistance? Yes. The amount of the tuition deposit will be \$250. Since it is a Deposit and not a Fee, the amount of your deposit will be applied to your tuition balance, thereby reducing the amount that will need to be paid by you during the Tuition Payment Plan year.

Whom do I contact if I have further questions? Please contact Business Office 214-421-5221 or email admissions@stphilips.com. You may also speak with a FACTS Customer Care Representative at 1-866- 315-9262.



ADMISSION INFORMATION

Admission Calendar

October 14, 2021	Virtual Open House - 5:30 p.m.
November 1, 2021	New Student Application Opens Online
November 11, 2021	Admission Preview - 8:00 a.m.
December 1, 2022	Tuition Assistance Application Opens
December 15, 2022	Admission Preview - 8:00 a.m.
January 11, 2022	Virtual Open House - 5:30 p.m.
January 14, 2022	Application Deadline for Priority Enrollment
January 17-19, 2022	Returning Family TA Review
January 21, 2022	Supplemental Admission Documents Due <i>(Teacher Evaluation Form, Records Release Form, Birth Certificate, Immunization Records)</i>
January 22, 2022	Admission Testing <i>(Scheduled by Admission Office)</i>
January 26-Feb 1, 2022	Parent Interview <i>(Scheduled by Admission Office)</i>
February 1, 2022	Re-enrollment Open
February 11, 2022	Second Priority Application Deadline
February 15, 2022	Tuition Assistance Application Deadline
February 16-18, 2022	Returning Family TA Review
February 19, 2022	Admission Testing <i>(Scheduled by Admission Office)</i>
February 23-March 1, 2022	Parent Interview <i>(Scheduled by Admission Office)</i>
February 28, 2022	Re-enrollment Contract & Tuition Deposit Due
March 11, 2022	Admission Decision Letter Emailed (Phase I)
March 25, 2022	Enrollment Contract & Tuition Deposit Due (New Families)
March 29, 2022	Admission Preview – 8:00 a.m.

The application process is ongoing, however dates outside of the priority enrollment process are subject to space availability. As a result, your admission may be placed on a waiting list and there may be limited tuition assistance available.

It is the policy of St. Philip's School & Community Center to administer its educational programs, including admission and financial aid, without discrimination, condonation, or condemnation in regard to race, color, religion, gender, sexual orientation, national or ethnic origin, or disability. For more information regarding our application process or tuition assistance, please contact the Office of Admission at 214.421.5221 ext. 156 or email admissions@stphilips.com.



CONTACT US

Email general questions, inquiries, and documents to admissions@stphilips.com

Or you may contact us directly:



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Director of Admissions

St. Philip's Parent

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