



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

Checklist for New School Families: (PreK Families)
(“Parents or Admissions” tab at sjpschool.org)

To Do List For New Families by the 1st of August:

- Enroll in FACTS upon acceptance. Deadline July 1 for upcoming school year: Tuition Management.
“Admissions” tab ~Scroll down for instructions
- Medical and Dental forms ~
- Provide Copies; Sacrament Certificates – Birth Certificate, Baptism* (** if applicable*)
- Emergency/IRIS (*Immediate Response Information System*) Form
- Ethnicity/Race Information
- Personality Description Form

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

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

- Media Authorization Form
- Handbook Acknowledgement Form – Wait for the updated SJP Handbook at the end of summer.

Optional forms

- Aftercare Program Form and Fee
- Hot Lunch Order Form – Different selection each day – **One form per child** – will be updated by end of summer

Information to review under “Parents” tab

- Uniform ordering information and description - Only GYM uniform for PK-4
- Dismissal Procedure with Parking Lot Description “Parents” tab – special instructions for PreK program will be shared at the end of the summer.