



annunciationcatholicnc.org

246 East Main Street • Havelock • North Carolina 28532
principal@acsnc.net
252-447-3137

Welcome to Annunciation Catholic School! It truly is a wonderful place for your child to learn and grow in academics and faith. We provide a small, family atmosphere where your child's body, mind, and spirit will be nurtured by a caring faculty, staff, and volunteers.

ACS is a small faith-filled environment that meets the needs of a variety of students. There is excellent leadership and a caring staff who lovingly develop good character and virtue in the students. The school promotes community service, public speaking, and friendship while fostering discipline and high academic standards. Students are called to awareness of their unique God-given talents and challenged to achieve in an academically rigorous curriculum.

For over 62 years, Annunciation Catholic School has proudly served the Havelock area. We are accredited by AdvanceEd. We are members of the National Catholic Education Association, the Chamber of Commerce and the local Rotary Club.

ACS is proud to offer to our students a variety of co-curricular and extracurricular activities, including membership in the National Junior Honor Society, Interact/Campus Ministry, athletics, afterschool clubs, and Fine Arts.

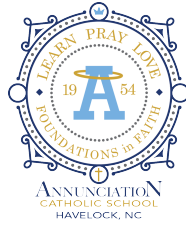
Parish and community members are frequent volunteers in our school. We have a strong relationship with the Marine Corps Air Station at Cherry Point, which provides numerous opportunities for our students.

Parents often ask, "Can I afford to send my child to a Catholic school?" My response is always, "Can you afford *not* to?" All parents want what is best for their children, and are willing to sacrifice to provide the best opportunities for their family.

As you consider this very important decision for your family, you will remain in my prayers. Please feel free to call me with any questions that you may have.

In Christ,

Mrs. Anna L. Bragg, Principal



Applying to Annunciation Catholic School

Annunciation Catholic School is currently accepting applications for grades PS3-8 for the 2018 - 2019 school year. For more information or to schedule a school visit, contact the school office at 252-447-3137.

Entrance Age: Children entering Preschool must be 3 years old on or before August 31 to be considered for admission in the current academic year. Children entering Prekindergarten must be 4 years old on or before August 31 to be considered for admission in the current academic year. Children entering Kindergarten are to be 5 years old on or before August 31 for enrollment in the current academic year.

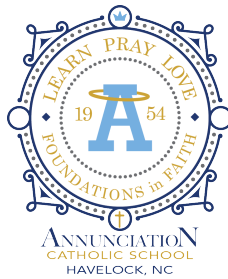
Application: Complete the application form, answering all application items in detail and return to the school office with a \$50.00 per child non-refundable application fee. Applications submitted without required copies will be considered incomplete and will be held until application is complete.

Acceptance of Admission: A student's admission is conditional upon the satisfactory completion of the year in progress. Admission is based on the match of the student's needs, abilities, and achievement to the programs offered by the Annunciation Catholic School. Criteria used to determine this match are transcripts, an interview (when possible) and other application and registration information.

Notification of Admission: Based upon satisfactory completion of the application process, review of a student's application and strength of credentials, and space availability, a student will be extended an offer of admission with a letter of acceptance, tuition agreement, and registration packet.

Tuition: All fees are included in the total cost of tuition, with the exception of the initial application fee of \$50 for all grades. Preschool students must pay an additional \$150 supply fee for the school year. K-8th must pay a Book Fee of \$100.

- The actual cost to educate your child is \$7,200 per year. We are asking that each family pay \$5,100 per year as this is what it cost to pay our teachers' salaries.
- To make up the difference, we ask that you volunteer your time, talent and treasure. All is needed and welcome.
- We turn no one away that has the desire to get the quality education that ACS has to offer. That is why we offer indexed tuition to meet the needs of every family. You need to go to www.factstuitionaid.com and fill out the application. The acceptance committee bases aid on your family's need. This is strictly confidential and should not be discussed with anyone other than Father Upah, Mrs. Benedict, Mrs. Perrien or Mrs. Bragg. To do so could nullify any and all agreements. Your records are kept completely confidential. For more information, please contact Mrs. Jeanne Benedict at 252-447-2112 or email jbenedict@acsnc.net.



Checklist for Application for Admissions to Annunciation Catholic School 2018 - 2019 School Year

Please return this form with each child's application. Please direct any questions to our School Office at (252) 447-3137

www.annunciationcatholicnc.org

The following is needed for admission to Annunciation Catholic School:

Please provide the following at the time of application:

- New Student Application Form
- Birth Certificate (copy)
- Baptismal Certificate (if applicable)
- \$50 Non-refundable Application Fee For Each New Students

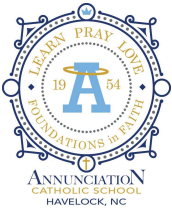
Upon Acceptance:

- Copy of NC Immunization Registry (required for PS – 8th Grade)
- Kindergarten Physical Form (KG only)
- Records Release Form (if transferring from another school)
- Application to FACTS (if applying for tuition assistance – online only)
- \$150 Supply Fee for Pre-School only
- \$100 Book Fee (per student) for K-8 students.

For Office Use Only:

Application Fee _____ Check # _____ Grade _____
Report Card(s) _____ Standardized Test Scores _____ Confidential Files _____
Mailed Response Letter _____ Tuition Deposit Pd. _____ Date _____ Check # _____
Date Accepted _____ Date Rejected _____ Date Wait Listed _____

Student Form: Checklist for application Rev. 12-8-17



New Student Application Form

_____ School Year _____ Grade

Annunciation Catholic School provides our students with a foundation in the Catholic Faith and a strong academic education. We develop active citizens who live and love as Christ did. We make the world a better place. We pray. We learn. We love.

For PS Only:
PS 3: Half Day ___ Full Day ___
PS 4: Half Day ___ Full Day ___

Please Print.

Student Information

Name: _____
Last First Middle Nickname

Birth Date: _____ Home Phone: _____

Address: _____
Street City State Zip Code

Gender: Male _____ Female _____

Ethnicity: Caucasian _____ African-American _____ Asian _____ Hispanic _____
Native American _____ Other: _____

Grade Level: _____

Religion

Denomination: _____ Church Affiliation: _____

Pastor: _____ Phone Number: _____

Address: _____
Street City State Zip Code

If Catholic, please provide copies of certificates for the following:

Baptism: _____
Date Church City State

First Communion: _____
Date Church City State

Confirmation: _____
Date Church City State

Reconciliation: _____
Date Church City State

For Office Use Only:
Application Fee \$50.00
Ck# _____ Rcpt# _____

Parent Information



2018-2019 Uniform Requirements

Girls Summer Uniform PK – 5

Navy shorts, skirt, or skort with white logo polo shirt
Mass Attire: Plaid Jumper with Long or Short Sleeved Peter Pan Collar Blouse (White)

Girls Winter Uniform PK – 5

Navy trousers, skirt, or skort with white logo polo shirt
Navy blue logo sweatshirt or sweater
Mass Attire: Plaid Jumper with Long or Short Sleeved Peter Pan Collar Blouse (White)

Girls Summer Uniform 6-8

Plaid skirt or navy shorts with white or navy blue logo polo shirt
Mass Attire: Plaid skirt with white logo oxford and optional tie

Girls Winter Uniform 6-8

Plaid skirt or navy trousers with white or navy blue logo polo shirt
Navy blue logo sweatshirt or sweater OR Saints Hoodie
Mass Attire: Plaid skirt with white logo oxford and optional tie

PE Uniforms PK – 8

Solid navy PE Shorts and gray logo t-shirt. Navy sweatpants should be worn during winter uniform.

Belts

Black, brown or blue belts should be worn with navy shorts and trousers (boys and girls grades 1-8)

Shoes

Mass attire: brown, black, or navy leather dress shoes (Sperry shoes of solid color are acceptable)
On days when students do not have *Mass*: Any color athletic shoe is permitted.

Socks and Tights

Solid white, navy or black socks will be worn with the uniform. Socks must cover ankles. Girls may wear navy or white tights with skirts, skorts, and jumpers.

Schedule

Students will wear summer uniforms during the first and fourth nine weeks. Students will wear winter uniforms during the second and third nine weeks. Students will wear dress uniforms on *Mass* days and on other days as specified by the administration

Uniforms may be purchased from any school uniform provider. The school logo can be added at Personally Yours, at 326 E. Main St., Havelock, NC 28532 (252.447.6636) or at Carolina Sports, 3906 Arendell St., Morehead City (252.808.2800). Uniforms are also available at our “Angels and Saints” Resale Shop, directly behind the school. Please call our office for hours.

The Purpose of the Uniform

Uniforms in a Catholic school are a sign of inclusion that help promote a sense of belonging. The proper uniform should be looked upon as instructional. Looking clean and well-groomed shares a lot about our students’ attitudes towards themselves and others. Through the uniform policy, we teach our students about appropriate attire for academics, athletics, and more formal dress occasions.

Our Annunciation School Mission

Annunciation Catholic School provides our students with a foundation in the Catholic Faith and a strong academic education.
We develop active citizens who live and love as Christ did.
We make the world a better place.
We pray. We learn. We love.

ADDITIONAL UNIFORM GUIDELINES

1. Only middle school students (Grades 6-8) may wear athletic or ACS logo hoodie sweatshirts.
2. Only official school logo uniforms may be worn in the classroom or in church.
3. Make-up may not be worn or brought to school.
4. French nails, nail tips or color polish may not be worn.
5. Only one chain necklace may be worn with a religious medal or cross in which the medal or cross is 1" or less.
6. No rings, wrist or ankle bracelets may be worn. The only exception is that students may wear no more than one bracelet supporting a Non-Profit or charitable organization or cause, i.e. LiveStrong. No silly band or any other bracelet of that type is allowed.
7. Girls may wear only one pair of stud earrings, with one earring in each ear. Dangling earrings and/or hoops may not be worn due to safety reasons.
8. Boys are not permitted to wear earrings.
9. Shirts are to be tucked in at all times.
10. Girls and boys are to wear belts with pants and shorts with belt loops (Grades K-8). Belt loops MAY NOT be cut off of trousers or shorts.
11. Boys' hair must be worn no longer than collar length. Fad haircuts are not permitted. Fad haircuts include spiked hair, initials cut into the hair or mohawks. No dyed hair is permitted.
12. Skirts, shorts, skorts (preK – 5th grade) and jumpers must be no shorter than two inches above the kneecap.
13. Cologne and perfume are not permitted.
14. Only logo ACS outerwear may be worn in the classroom.
15. Boy Scouts and Girl Scouts may wear their uniforms on meeting days.
16. Hats may not be worn inside the building, except on special days.
17. Scrunchies, hair clips, rubber bands, etc. must be in the hair, not worn on wrists.
18. Students must wear white or navy blue knee socks or crew socks. Ankles must be covered. White or blue tights are allowed with winter uniform.
19. No cargo or painter-style pants may be worn with uniform. Trousers and shorts must be plain navy blue.

To show school spirit and to sometimes just have some fun, theme days are held. Announcements will be made when these times occur.

ENFORCEMENT OF UNIFORM

Students not in proper uniform (i.e. PE uniform vs. regular uniform) will be given uniform slip which must be signed by parent. 5 uniform slips equal a demerit.

OUT-OF-UNIFORM GUIDELINES

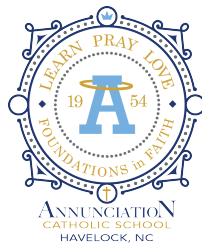
Appropriate dress is required.

- Shorts/skirts must be no shorter than 2 inches above the knee
- Dressy jeans (blue jeans may not have any raggedy ends, holes, or lose strands and no skinny jeans)
- No jogging suits
- No clothing that is tight – no tights or leggings as pants
- No sandals or flip flops
- Tank tops
- T-shirts with inappropriate writing, wording, pictures, or logos
- No unauthorized jewelry, makeup, or nail polish

Good Rule of Thumb: If you have to ask, the answer is probably no. If you think you shouldn't wear it, you shouldn't.

ALL UNIFORM REGULATIONS AND GUIDELINES ARE SUBJECT TO THE DISCRETION OF THE TEACHER AND/OR PRINCIPAL. AS PARTNERS IN EDUCATION, PARENTS AGREE TO SUPPORT THE DECISION OF THE TEACHER/PRINCIPAL.

If the Director of Student Life, Principal, or a teacher feels that the clothing is inappropriate, a student will be required to change.



My child _____ has permission

to be picked up from Annunciation Catholic School by:

If this permission is for a specific date or event, please list it here:

If this permission is granted for the entire 2018/2019 school year, please initial here:

Parent Signature: _____

Welcome to STACK

Before and After School Care

School Office Phone: 252-447-3137

Hours of Operation: 6:30 a.m. – 7:35 a.m.

Evening: 2:30 p.m. – 6:00 p.m.

STACK was established to provide supervision for students of Annunciation Catholic School who must be cared for away from their families before and after school hours on days when school is in session. Supervisors are certified in the Diocese of Raleigh Safe Environment Training and have passed a complete criminal background check. The program includes supervised homework time, outdoor play, structured play and free play activities in a spirit of love and care.

Completing the information on the back of this form and returning it to the school office will automatically enroll your child in the program. This will allow you to utilize the program whenever you need.

Students who arrive at school prior to 7:35 a.m. and/or remain at school 10 minutes after dismissal will report to STACK. Parents will be charged accordingly.

Daily Option: This option is for students who expect to utilize STACK occasionally or for a short amount of time per day. This is also a wonderful option for students who need to stay after school waiting for their sports and clubs to begin.

\$6.00 per hour for the one child

\$5.00 per hour per child for two children

\$4.00 per hour per child for three or more children

Families using STACK everyday may choose 10 monthly payments of

\$240 per month for one child

\$400 per month for two children

\$480 per month for three children

\$560 per month for four children

*Students not picked up within 10 minutes of the end of the school day will be charged at the hourly rate. Students who arrive at school prior to 7:35 a.m. will be charged at the hourly rate.

**Payment for STACK is due ten days after receipt of the monthly bill. Failure to stay current on payment may result in suspension of services.

For further information, please call the school office at 252-447-3137.

STACK Registration Form 2018 - 2019

Name of Student: _____

Age of Student: _____ Grade of Student: _____

Name of Student: _____

Age of Student: _____ Grade of Student: _____

Name of Student: _____

Age of Student: _____ Grade of Student: _____

Primary Contact Name: _____

Primary Contact Phone Number: _____

Relationship: _____

Emergency Contact:

Name: _____

Relationship: _____

Phone Numbers: Home _____ Cell _____ Work _____

Please list all those authorized to pick up your child. Please be aware that your child will not be released to anyone not on this list without notification.

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Please list all known allergies, reactions, and treatments:

Please provide name of Physician: _____ Phone: _____

I plan for my child to attend STACK:

___ **Mornings** ___ Monthly ___ Hourly ___ As Needed
___ **Afternoons** ___ Monthly ___ Hourly ___ As Needed

In case of injury or illness, the STACK program will contact me immediately. In unable to reach me, I authorize the STACK program to call an emergency contact, physician indicated, or emergency response.

Parent Signature: _____

Date: _____