



Our Lady of the Sacred Heart Academy

A classical liberal arts pre-K-12 school in the Catholic tradition

ADMISSIONS POLICIES AND PROCEDURES

Our Lady of the Sacred Heart Academy is a non-diocesan, non-profit, private school teaching the Catholic faith and the foundation of a classical academic curriculum for grades pre-K-12, administered and staffed by Catholic laymen and incorporated under the laws of the State of Illinois. All trustees and full-time administrators and faculty members are practicing Catholics who sign an Oath of Loyalty to the Magisterium and a Profession of Faith. Independent of the Diocese of Rockford, the school is not an agency of and is in no way connected or affiliated with any church, parish, or the Diocese. However, the academy maintains open and cordial relations with the Diocese of Rockford, and we recognize and respect the proper jurisdiction of the local bishop in matters relevant to instruction in the doctrines and beliefs of the Catholic faith.

ADMISSION POLICIES

NON-DISCRIMINATION STATEMENT

Our Lady of the Sacred Heart admits students of any race, color, religion, creed, or national or ethnic origin and conveys to all the rights, privileges, programs, and activities generally accorded or made available to students at the school (Title IX of the *Education Amendments of 1972*). Further, OLSHA does not discriminate against individuals with disabilities, nor does the academy discriminate on the basis of race, color, or national or ethnic origin in administration of its educational policies, or in athletic or other school-administered programs (*Individuals with Disabilities Education Improvement Act; Americans with Disabilities Act of 1990; Title VI/VII of the Civil Rights Act of 1964*). The academy values diversity and seeks to attract talented students from varied backgrounds.

Our Lady of the Sacred Heart is not equipped to provide for the special needs of children with behavioral and emotional problems or learning disabilities that require special programs.

CATHOLIC FAMILIES

As a school teaching the Roman Catholic Faith, Our Lady of the Sacred Heart supports all the teachings of the Catholic Church as pronounced by the Magisterium and supports parents in their God-given role as the primary educators of their children. Catholic families seeking admission should also support the academy in this profession.

FAMILIES OF DIFFERENT FAITHS

Children of other faiths are accepted into the academy, provided the parents support the policies contained herein. Parents of other faiths further agree, as do Catholics parents, that their children are not permitted to dispute the validity of Catholic teachings. However, this policy does not prohibit honest inquiry.

Any participation in secular activities that is expected of Catholic students is also expected of students from other faiths. These may include civic activities that support a moral position compatible with beliefs professed by the Catholic Church.



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ADMISSION PROCEDURES

STEP ONE

After reviewing the philosophy, mission statement, goals, and policies of the academy, and/or visiting the academy, those interested in pursuing enrollment must complete the pre-registration form, submit the required information, and arrange for an interview.

STEP TWO - INTERVIEW

The student or students must be present with at least one parent or guardian. It is strongly recommended that both parents or guardians attend. This session may last from one-half hour up to two hours, depending on the number of students and the number of questions asked. At this time the headmaster will explain the philosophy of the academy and the expectations we have of our parents. Evidence of a sincere desire on the part of the parents to support the entire program must be observed. Parents are afforded the opportunity to ask questions they may have about the academy. The attitude of the child, depending on the age and other factors, may be taken into account.

STEP THREE - HEADMASTER EVALUATION / PLACEMENT

The student will then be evaluated by the headmaster or a teacher to determine proper grade placement, and to assess any obvious deficiencies or aptitudes. A Kindergarten school readiness test and an entrance exam for elementary, middle school, and high school students is required.

STEP FOUR - NOTICE OF ACCEPTANCE

Following review of the submitted information, interview, and assessment test, you will be notified by phone or letter of your child's acceptance status. If your child is accepted in the academy, you will receive the necessary information to complete your child's file.

STEP FIVE – RECORDS

The registration form and tuition contract must be signed, and all personal records, medical records, and official school or home-school documents must be submitted by the established deadlines for enrollment to be officially in force.

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