



## NEW STUDENT REGISTRATION 2025-2026 CHECKLIST

### FEES AND DEPOSIT

All fees for the 2025-26 school year are outlined in this package. A signed PAD agreement is required to process the following fees:

- Registration Fee:** \$55 debited on 20<sup>th</sup> of given month
- Kindergarten families** (without children currently enrolled at ESS): A deposit equivalent to two months' tuition is required upon acceptance to guarantee a spot in kindergarten. This deposit will be credited toward the September 2025 and June 2026 tuition. A one-time New Family Fee (NFF) is also required for all new families joining ESS. This fee is non-refundable.
- New Family Fee:** A one-time New Family Fee (NFF) is also required for all new families joining ESS. This fee is non-refundable.
- Tuition:** fees and payment options outlined on the Tuition and Fees Schedule page.
- Fundraising:** outlined on the ESS Family Fundraising Appeal page
- Unfulfilled Parent Participation Hours:** In the event you do not fulfill the 40 hour participation requirement, you will be automatically debited for any unfulfilled hours on June 30, 2026.

### REGISTRATION FORMS

All forms must be signed by both parents/legal guardians. Forms signed by only one parent/legal guardian will not be accepted unless there is a legal agreement confirming that only one parent has legal custody:

- Registration forms** (must be signed by both parents/legal guardians)
- Proof of Residency / Address** (photocopy of utility bill, rental agreement or tax assessment) – Please provide a copy of the proof of address for each parent if they reside at different addresses.
- Proof of citizenship of both parents** (photocopy of passport or PR Card)
- Child's birth certificate** (photocopy)
- Child's sacramental certificates** (photocopy of Baptismal, First Communion, Confirmation certificates – if applicable)

### SUBMIT REGISTRATION

Completed and signed Registration Packages must be emailed to [registration@ess.vancouver.bc.ca](mailto:registration@ess.vancouver.bc.ca). Registrations will be considered complete once payment is received.



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## NEW STUDENT REGISTRATION

THIS APPLICATION IS FOR A STUDENT ENTERING GRADE \_\_\_\_\_ IN SEPTEMBER 20\_\_\_\_\_

ESS ALUMNI:  Yes  No

### STUDENT INFORMATION

Student's Name: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Legal Given Name Middle Name Legal Family Name

(optional) Student's Usual Name: \_\_\_\_\_ / \_\_\_\_\_  
Usual Given Usual Family Name

Gender:  Male  Female

Date of Birth: \_\_\_\_\_  
DD / MM / YYYY

Proof of age (attach copy):  Birth Certificate  Canadian Passport  Other (specify) \_\_\_\_\_

Family's Primary Phone #: \_\_\_\_\_

Street address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Current school / preschool / daycare: \_\_\_\_\_

### CITIZENSHIP

Canadian  Landed Immigrant  Permanent Resident  Work Visa  Other \_\_\_\_\_

Place of Birth: \_\_\_\_\_ Primary Language Spoken at Home: \_\_\_\_\_  
City, Country

### ABORIGINAL ANCESTRY

N/A  Inuit  Metis  Non-Status  Status—Off Reserve  Status—On Reserve

Band of Origin \_\_\_\_\_  Band of Residence \_\_\_\_\_

Status Card Number \_\_\_\_\_ (attach copy)

### RELIGION

Child's Religion: \_\_\_\_\_ Parish to which you belong: \_\_\_\_\_

Has the child received the following?

Sacrament of Baptism:  Yes  No

Sacrament of Reconciliation:  Yes  No

Sacrament of Holy Communion:  Yes  No

Sacrament of Confirmation:  Yes  No



**PARENT / LEGAL GUARDIAN INFORMATION**

Student lives with:  Both parents  Father only  Mother only

Who has custody:  Both parents  Father only  Mother only

**MOTHER**

Mother's Name: \_\_\_\_\_  
Legal First Name Legal Last Name

Home Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_ Work Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

*ONLY if different from child:*

Street address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

**Mother's Citizenship:**

Canadian  Landed Immigrant  Permanent Resident  Work Visa  Other \_\_\_\_\_

Mother's Religion:  Roman Catholic  None  Other: \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

**FATHER**

Father's Name: \_\_\_\_\_  
Legal First Name Legal Last Name

Home Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_ Work Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

*ONLY if different from child:*

Street address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_

**Father's Citizenship:**

Canadian  Landed Immigrant  Permanent Resident  Work Visa  Other \_\_\_\_\_

Father's Religion:  Roman Catholic  None  Other: \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_



## MEDICAL INFORMATION

Personal Health Number PHN: \_\_\_\_\_

Doctor's Name: \_\_\_\_\_ Doctor's Phone Number: \_\_\_\_\_

### MEDICAL PROBLEMS OR KNOWN ALLERGIES:

Only serious medical problems or known allergies which require a medical plan need to be listed here.

These may include:

- A life-threatening allergy (Anaphylaxis)
- Asthma
- Diabetes
- Seizure disorder
- Blood clotting disorder
- Serious heart condition
- Special needs (i.e. Down Syndrome)

**No**, my child does not have any medical problems or known allergies

**Yes**, my child has the following medical problems or allergies: \_\_\_\_\_

Is the allergy/condition life threatening?  **Yes**  **No**

If yes, does the child carry an EpiPen (anaphylaxis)?  **Yes**  **No**

If yes, does the child carry a puffer (asthma)?  **Yes**  **No**

**If you answered YES to any of these questions:** please complete the relevant **Medical Alert Forms**, which can be found on our website under **FAMILIES - PARENT RESOURCES - MEDICAL FORMS**. Please be aware that staff cannot administer medication without a completed formal request form. If your child has a medical condition requiring specific instructions, you must fill out the "Student Emergency Response Plan" along with the necessary forms included in this registration package.

### OTHER DIFFICULTIES:

In order to provide a safe and productive learning environment, it is imperative that pertinent information is disclosed to the school for educational planning purposes. Enrollment is contingent upon appropriate disclosure of relevant information to the school.

Disclosure of this information will not affect your child's enrollment. Learning difficulties can include difficulties with speaking, reading, physical challenges, down syndrome, autism, developmental delays, etc.

**No**, my child does not have any known learning difficulties

**Yes**, my child has the following learning difficulties

**Please provide more information:**

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## PERSONAL INFORMATION PRIVACY POLICY (PIPA) FOR PARENTS AND STUDENTS

Family Name: \_\_\_\_\_

École St-Sacrement (Blessed Sacrament School) obtains consent to collect, use, and share student personal information that is directly related to and necessary for their educational functions. For social media purposes, parental consent is required.

I understand to having **École St-Sacrement (Blessed Sacrament School)** collect personal information that may include student identification information, birth certificate, baptismal certificate, immunization record, legal guardianship, court orders if applicable, student behavioral, academic and health information, most recent report card, emergency contact names and number, doctor's name number, health insurance number, parents' occupations, religion, parish and envelope number, work numbers and email address, home address and any similar information needed for registration. This information is required in order to register your child at this school and assist in making an informed decision as to your child's appropriate placement in the school. Other information solicited will include parents' emails in order to prepare class and school-wide emails lists for staff and administrative use. Finally, student medical information (immunization forms) will also be available to the Vancouver Coastal Health Authority.

### Media Consent

I consent to having École St-Sacrement to collect, and share photographs and/or videos, **without names**, and use on the school website, e-newsletters, posters, and social media sites for school-related and promotional purposes (Instagram and Facebook).  YES  NO

Parent/Guardian

\_\_\_\_\_  
Name

Signature \_\_\_\_\_

Date: \_\_\_\_\_

Parent/Guardian

\_\_\_\_\_  
Name

Signature \_\_\_\_\_

Date: \_\_\_\_\_



## FAMILY STATEMENT OF COMMITMENT

### General School Administration

#### Family Statement of Commitment – Annex A

Policy 411

### RATIONALE

“Because ‘promotion of the human person is the goal of the Catholic school,’ Catholic education goes beyond the technical and practical aspects of schooling to help students integrate every area of knowledge within a Christian vision of the human person. The school recognizes that the physical, emotional, moral and spiritual dimensions of human development must tend to a personal synthesis of faith and life in each student. Growth in these areas prepares students for a life of service, building the Kingdom of God in society.”

*Pastoral Letter on Catholic Schools*

Catholic Bishops of British Columbia 4 November 2016

### POLICY

The philosophy of our Catholic school expresses the teaching and practice of the Roman Catholic Church and must be supported by all members of the community. Partners (home, school, parish) in Catholic education must work together to provide an environment where faith and learning go hand in hand leading the young people to be the best they can be.

### PROCEDURE

Please read Annex A carefully. It asks you to make a commitment to the values and ideals of our school community. If you have any questions or concerns regarding this commitment form, please bring them to the attention of the Principal, Pastor or the Chairperson of the Education Committee who will gladly discuss them with you.

All families will be required to complete the Family Statement of Commitment attached. Both parents/ guardians must sign this Statement of Commitment.

By returning the signed statement with your completed school application, you are confirming your agreement to comply with the commitments, and your understanding of the implications for failing to do so (as outlined in Annex A that forms part of this policy.

1. Parents and guardians agree that they and their families will exhibit conduct consistent with Catholic denominational standards. The determination of whether any conduct contravenes these standards is the right of the Board of Directors of the Catholic Independent Schools of Vancouver Archdiocese.
2. All students are required to participate in our religious education curricular and co-curricular programs including liturgical celebrations, retreats, prayer, etc.
3. Parents/Guardians are expected to support the teachings on faith and morals in the Christian Education Program and participate in the program as required by the school.



4. All students are expected to attend school on a regular basis and full participation in all aspects of the educational program of the school are required of every student. Each student is expected to strive toward the development of his/her full potential.
5. Each family is expected to support and participate in the fund-raising activities of the parish/school. In this way, each family shares in the responsibility of educating our students.
6. Each student is expected to know and follow school policies on behaviour, and each parent/ guardian is expected to review these policies with their own child.
7. Parents/guardians are expected to support their student's educational program. Parents/ guardians agree to consult with that teacher, Principal or other school staff member with respect to the student's educational program as required.
8. Parents/Guardians are expected to attend at least one orientation session which will focus on the philosophy and goals of our school.
9. Parents/Guardians agree to accept the responsibility for the cost of tuition, supplies and other school activities.
10. If applicable (see Schedule A below), each parent/ guardian agrees to:
  - a. Provide the school with complete and updated versions of any orders or agreements
    - i. Affecting, restricting or prohibiting a parent/ guardian's ability to access the school or a student attending the school
    - ii. Impacting a parent/ guardian's authority over decision making in relation to a student's education
    - iii. Ensure that any updates to these orders are given to the school as they occur
  - b. Minimize and void any disruption to the school associated with the implementation of those orders or agreements, and comply with the terms of any orders or agreements
11. If any of these conditions are not met the school reserves the right to: refuse admission, or remove the student from the school, or take any other appropriate action in the circumstances.

Parents are asked to sign two copies of this Family Statement of Commitment. One copy is for the family's records and the other is to be submitted with the application.

I/we have read and understand the above expectations and commitments and I/we hereby accept them as stated.

**Parent/Guardian**

**Parent/Guardian**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_





## LEGAL ORDER OR AGREEMENT *(Fill out only if there is a court order or agreement in place)*

### SCHEDULE A

I \_\_\_\_\_, parent/guardian of \_\_\_\_\_, confirm that there is an order or agreement (check as appropriate):

- affecting, restricting, or prohibiting a parent/guardian's ability to access the school or a student
- attending the school
- impacting a parent/guardian's authority over decision making in relation to a student's education
- Other:

Please provide details with respect to the order:

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### I also confirm that:

- I (we) have provided the school with complete versions of all orders.
- I (we) have provided the school with complete versions of all applicable agreements.
- I (we) have provided the school with complete versions of all updates to these orders and agreements.
- I (we) agree to provide the school with any new updates to these orders and agreements as they are determined and to follow up with the documents as they are made available.
- I (we) agree to comply with the terms of any orders or agreements.
- I (we) agree to minimize and avoid any disruption to the school associated with the implementation of those orders or agreements.

### Parent/Guardian

\_\_\_\_\_  
Name

Signature \_\_\_\_\_

Date: \_\_\_\_\_

### Parent/Guardian

\_\_\_\_\_  
Name

Signature \_\_\_\_\_

Date: \_\_\_\_\_



## PARENT PARTICIPATION PROGRAM

Once your child has been admitted to the school, as an active school community member, you will be required to participate in the various activities of the school, including fundraising. We have a mandatory Parent Participation (PP) Program. All families are expected to contribute a minimum of **40 hours** of service each year. Items may be purchased in exchange for PP Hours (ie. snacks for sports day, etc.), at a rate of \$25 = 1PP hour.

### AREAS OF PARTICIPATION

We use the **OnVolunteers Parent Volunteer Portal** where parents can view and sign up for school related volunteer tasks and keep track of their hours. Each parent has individual access to their family account. Additional *mandatory areas* of participation include:

- The annual Walkathon fundraiser and ESS Silent Auction
- Grade 6 parents are expected to participate in the Grade 7 farewell event as part of a “pay it forward” tradition, even if their total number of participation hours equals or exceeds the minimum requirement

### RESPONSIBILITIES & TRACKING HOURS

It is the parents’ responsibility to fulfill their minimum of **40 hours** of participation. All parents are responsible for keeping a record of their hours in the portal, and ensuring their hours are completed by June 20th. This includes:

- Signing up for the event
- Ensuring that the Activity Coordinator or teacher has verified the hours on the parent participation portal

### FULFILLMENT AND TRANSFER OF PP HOURS

- Hours must be completed by parents/legal guardians **only** (extended family members or other people may only be substituted in extenuating circumstances and solely with the permission of the principal)
- Families cannot transfer parent participation hours over to the following year (*40 PP hours pertain to one school year, July 1<sup>st</sup> – June 8<sup>th</sup> of the given school year.*)
- Hours cannot be transferred from one family to another

### NON-PARTICIPATION FEE

ESS recognizes that some families are unable to commit their time to the PP Program. A family can pay an opt-out fee of \$1000 in lieu of time.

### OUTSTANDING HOURS AND PENALTY FEES

If a family accumulates less than the required 40 PP Hours by June 20th, the family will be assessed a penalty fee, receive an invoice for the remaining hours at the rate of \$25 per unfulfilled hour, and will be debited the outstanding amount on June 15th of the given school year.\* *In order to facilitate the expedient handling of non-participation penalty, the parent(s) or legal guardian(s) hereby agree to have the remaining balance of unfinished hours withdrawn from their account, and agree that their child will not be able to re-enroll in the new school year until all fees have been paid.*

#### Parent/Guardian

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date:

#### Parent/Guardian

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date:



## LEGAL RESIDENCY OF PARENT(S) FORM A

*(If parents are deceased, use form B)*

Completion of this form is required by the Ministry of Education and must be returned with your Application Form. It is to be completed and signed by the applicant's parent or legal (court-appointed) guardian. *(If the legal guardian is completing this form, please attach a copy of the court order stating legal guardian appointment.)*

### **LAWFULLY ADMITTED INTO CANADA:**

**I AM:** (Please mark one)

- A Canadian Citizen (if not born in Canada, attach photocopy of citizenship paper/card)
  - A Landed Immigrant (attach photocopy of landed immigrant status paper)
  - Lawfully admitted to Canada under one of the following documents (please mark the appropriate box below and attach a clear photocopy of the document):
    - Admission as a refugee claimant;
    - A Student Permit for two or more years (or issued for one year but anticipated to be renewed for one or more additional years);
    - A Work Permit for two or more years (or issued for one year but anticipated to be renewed for one or more additional years);
  - A person carrying out official duties as a diplomatic or consular official (with foreign representative acceptance counter foil in his/her passport);
  - Other – Document description (must be cleared with Immigration Canada)
- 

### **RESIDENCY IN BRITISH COLUMBIA:**

(Please mark one)

- No, I am not a resident of British Columbia.
- Yes, I am a resident of British Columbia and I reside at:

\_\_\_\_\_

Street Address

\_\_\_\_\_

City

\_\_\_\_\_

Province

\_\_\_\_\_

Postal Code

**NOTE:** A recent copy of a utility bill, mortgage document, rental agreement, or tax assessment **MUST** be attached to this application as proof of address.

**Parent/Guardian**

**Parent/Guardian**

\_\_\_\_\_

Name

\_\_\_\_\_

Name

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## LEGAL RESIDENCY OF PARENT(S) DECEASED FORM B

To be completed and signed by the student applicant and a knowledgeable adult (one who knows the student's parent/s) and has knowledge of the facts respecting their decease and the matters set out in this document.

**The student's deceased parent was at the time of death:**

- A Canadian
- A Landed Immigrant

**The student's deceased parent was at the time of death a resident of British Columbia (Please X one):**

- YES, with Residency Address: \_\_\_\_\_
- NO, was not a resident of British Columbia.

**Signed by:**

*(Knowledgeable adult is one who knows the student's parent/s and has knowledge of the facts respecting their decease and the matters set out in this document.)*

**Student:** \_\_\_\_\_

**Name of Knowledgeable Adult:** \_\_\_\_\_

**Signature of Knowledgeable Adult:** \_\_\_\_\_



## ESS FAMILY FUNDRAISING APPEAL

École Saint Sacrement (ESS) is committed to providing students with a safe and nurturing environment. Our seismic improvement project was conducted in the summer of 2024. This construction was necessary to meet safety Regulations, upgrade our school campus, and ensure a secure environment for our children. We are now raising funds to repay the seismic construction loan, ensuring the safety of our students for generations to come. We plan to repay the \$2.2MM loan and interest by 2038. A portion of the funds will be allocated to operational needs. This decision was made by the Parish Education Committee — a volunteer committee made up of school parents who assist the Principal and Pastor with the administration of the school.

### FUNDRAISING GOAL

We appeal to each ESS family to raise \$850 for the 2025-2026 school year.

### WHY DONATING THE FULL AMOUNT IS BENEFICIAL TO YOU

We'd like to remind everyone that this is a voluntary donation request this year, which enables us to provide families with a charitable tax receipt. To ensure this remains a donation, full participation from all families is essential. While many schools implement a capital levy to cover seismic construction costs, ESS has given families the opportunity to fundraise for this cause. As long as we stay on track to meet our repayment goals, ESS will continue to offer tax-deductible fundraising options instead of a capital levy. We truly appreciate your support.

1. Your donated contribution can be tax-deductible. This means your donations ultimately cost your family less than paying a capital levy.
2. ESS fundraisers provide occasions for friends, employers, and family members to support your child and our school community.

### TIMING & KEY DATES

Oct 1 - Jan 1, 2025	Walkathon Fundraising Ends ( <i>\$500 target per family</i> )
Apr 24 - May 1, 2026	Silent Auction Event
Jun 20, 2026	Final donation deadline

### FIVE WAYS TO CONTRIBUTE

All charitable donations should be made to Blessed Sacrament Parish on behalf of the School Seismic Upgrade.

#### 1. Direct Donation:

This is the simplest option for parents wanting to donate in a lump sum.

- Send an e-transfer to [autodeposit.bsacr@rcav.org](mailto:autodeposit.bsacr@rcav.org)
- Donate by credit card through the Project Advance page (write "School Seismic Upgrade - [Your Family Name]" in the comments).
- Blessed Sacrament parishioners can pay by cheque by requesting a yellow envelope from the parish office.
- Non-parishioners may contribute by providing a cheque payable to Blessed Sacrament Parish. Please include "School Seismic Upgrade – [Your Family Name]" in the memo section.

#### 2. Walkathon:

Our Walkathon is the school's biggest annual fundraiser, with a suggested donation of \$500 per family. Tax receipts are available for any donation over \$20. We encourage you to invite friends and family to donate! Donate online or via cheque before December 31, 2025.

#### 3. Corporate Matching:

Ask your employer if they offer donation matching. If they do, we recommend you apply corporate matching to



Walkathon donations (available until Dec 31, 2025) or direct donations to Blessed Sacrament Parish (available throughout the year; see #1 above for instructions).

**4. Silent Auction Participation:**

The *From The Heart Silent Auction* goes live in the spring (exact dates will be added to the school calendar when finalized).

- Donating a product or service valued at \$100 or more will count toward your Parent Participation Hours.
- If you win a bid, 50% of your purchase will be applied to your family’s fundraising goal. Please email [admin@ess.vancouver.bc.ca](mailto:admin@ess.vancouver.bc.ca) to notify us if a friend or family member wins a bid so that 50% of the purchase can be credited to your family’s goal.
- Please note: Class-themed baskets will be considered a group effort and will not count toward your family’s fundraising goal.
- Silent Auction purchases are not tax-deductible.
- All cash donations to the Silent Auction (excluding classroom donations) will count 100% toward your family’s fundraising goal.

**IF YOUR FAMILY FACES FINANCIAL DIFFICULTIES**

We understand that financial circumstances vary for each family, and meeting the \$850 goal may not be possible for everyone right away. We strongly encourage you to contribute in a way that is manageable for your family. Our goal is for 100% of our families to participate in the fundraising efforts of our school. All families can support the fundraising efforts by inviting friends and relatives who may wish to contribute.

**JOIN US IN BUILDING A SAFER FUTURE**

*Your contribution plays a vital role in achieving our community’s goal!* We appreciate your support and commitment to École Saint Sacrement. Together, we can ensure the safety and well-being of our children while fostering a strong community spirit.

For any questions or concerns, please reach out to our team at [pec@ess.vancouver.bc.ca](mailto:pec@ess.vancouver.bc.ca).

I have read and understood the family donation appeal as outlined above:

**Parent/Guardian**

**Parent/Guardian**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## TUITION AND FEES SCHEDULE 2025-2026

### REGISTRATION

Returning students must submit a Registration Package each year, along with a \$55 Registration Fee. A \$50 late fee will be levied to returning families for packages returned after the April 23, 2025 deadline. Registration Fees and the tuition deposit are non-refundable. All outstanding fees must be paid in full before registration for the 2025-2026 school year. We cannot process registration without complete payment.

### TUITION

The tables on the next page summarize the school's Tuition Fee Schedule for the 2025-2026 school year. Note that tuition and other fees are subject to change each academic year.)

- a. **Categories:** For Catholic families, the Tuition Category is determined by the parish priest (not the school). The family is responsible for submitting a Tuition Category Form (former Parish Information) to their parish priest for signature, and returning it to the school office. Unsigned forms will result in a Category 3 designation.
- b. **It is important to note that school tuition is an annual commitment from September 1 to June 30, and is non-refundable after July 1, 2025.** This is because (1) the school's government funding is provided for on a per-student basis, meaning early withdrawal affects the school's overall funding envelope; and (2) it is very difficult to replace a student once spaces have been committed to. Tuition payments may only be cancelled if the student transfers out of school due to a move out of province.

### PRE-PAID TUITION (DEPOSIT)

- a. **Kindergarten families** (without children currently enrolled at ESS): A deposit equivalent to two months' tuition is required upon acceptance to guarantee a spot in kindergarten. This deposit will be credited toward the September 2025 and June 2026 tuition. A one-time New Family Fee (NFF) is also required for all new families joining ESS. The tuition deposit and NFF are non-refundable.
- b. **New families** (without children currently enrolled at ESS): A deposit equal to one month's tuition is required and due by May 30, 2025. This deposit will be credited toward the June 2026 tuition. Additionally, a one-time New Family Fee (NFF) is also required for all new families joining ESS. The tuition deposit and NFF are non-refundable.
- c. **Returning families:** A deposit equal to one month's tuition is required to secure a spot in the next grade. This pre-paid tuition deposit will be debited on May 30, 2025 and applied to the June 2026 tuition. This deposit is non-refundable.

### TUITION

All families must sign the Pre-Authorized Debit agreement and indicate one of the following methods of payment:

- a. **EFT:** Monthly automatic withdrawals (*must* provide banking information or void cheque) on 1<sup>st</sup> day of each month
- b. **Lump-Sum (EFT or Cheque):** One advance payment dated September 1, 2025 (submitted by September 2, 2025)
- c. **Cash:** due at the office of the 1<sup>st</sup> day of each month

### PARENT PARTICIPATION HOURS

In the event you do not fulfill the 40 hour participation requirement, you will be automatically debited for any unfulfilled hours on June 16, 2026.

### RETURNED FEES AND NON-SUFFICIENT FUNDS (N.S.F.) NOTICE

If the tuition payment is returned by the bank due to insufficient funds, an N.S.F. fee of \$45 will be charged to the family. Repayment can be made by cheque or cash *only*.

### FINANCIAL ASSISTANCE

École St-Sacrement is dedicated to offering an affordable, high-quality Catholic education to families from all financial backgrounds. If your family is facing financial hardship, complete the Financial Assistance form, outlining your financial situation. For Blessed Sacrament Parish parishioners, assistance will be determined by the Principal, Pastor, and the P.E.C.



## TUITION SCHEDULE AND FEES 2025-2026

*All fees are subject to change each academic year*

	Category 1	Category 2	Category 3	Category 4
<b>1 child</b>	\$ 447.00	\$ 615.00	\$695.00	\$ 1,850.00
<b>2 children</b>	\$ 850.00	\$ 1,160.00	\$ 1,310.00	\$ 3,700.00
<b>3 children (or more)</b>	\$ 1,234.00	\$ 1,590.00	\$ 1,970.00	\$ 5,500.00

### TUITION CATEGORIES:

CATEGORY 1 Active Parishioners (at Blessed Sacrament Parish)	CATEGORY 2 Active Parishioners (at any other Catholic parish)	CATEGORY 3 Non-practicing Catholics or non-Catholics	CATEGORY 4 International Students
<ul style="list-style-type: none"> <li>Registered at BSP for at least one year</li> <li>Attend Mass regularly</li> <li>Contribute to the parish through Sunday envelopes or Project Advance</li> <li>Participate in parish activities</li> <li>Parish Form signed by pastor</li> <li>Permanent Resident or lawfully admitted into Canada</li> </ul>	<ul style="list-style-type: none"> <li>Registered at a Catholic parish other than Blessed Sacrament</li> <li>Parish Form signed by pastor</li> <li>Attend Mass regularly</li> <li>Contribute to the parish with time, talent and/or treasure</li> <li>Permanent Resident or lawfully admitted into Canada</li> </ul>	<ul style="list-style-type: none"> <li>This fee reflects the support Catholic families give to our parish, and to other parishes (ex: envelope use, Project Advance etc.)</li> <li>Permanent Resident or lawfully admitted into Canada (valid work visa for 1or more years + employed for minimum 20h/week)</li> </ul>	<ul style="list-style-type: none"> <li>International students are accepted on an annual basis</li> <li>School reserves the right to charge for additional learning support</li> <li>If an international student is not living with parent(s), a guardian over 25 years of age must be appointed</li> </ul>

**Note:** Categories are fixed for the entire school year. Any errors in tuition can only be addressed within the current year due to tax credits.

### ALL SCHOOL FEES:

<b>REGISTRATION FEE</b> Non-refundable.	<b>\$55 PER CHILD</b>	<b>DUE UPON REGISTRATION</b>
<b>NEW FAMILY FEE</b> New families only. One time fee due upon acceptance to ESS.	<b>\$275 PER FAMILY</b>	<b>DUE UPON ACCEPTANCE</b>
<b>TUITION</b> Tuition is an annual commitment from September 2025 to June 2026. ALL tuition fees are non-refundable.	REFER TO YOUR <b>ASSIGNED TUITION CATEGORY</b>	<b>Due on the 1<sup>st</sup> of each month</b> Payable by EFT, cash, or cheque
<b>ACTIVITY FEE</b> <ul style="list-style-type: none"> <li>Class fee: all field trips, special project materials etc. \$85.00</li> <li>Resource fee: workbooks, textbooks, agendas, etc. \$100.00</li> <li>Technology Fee: current technology/purchase new \$65</li> <li>Athletic Fee \$70.00</li> <li>Emergency Fee \$15.00</li> </ul>	<b>\$335 PER CHILD ANNUAL FEE (NON-REFUNDABLE)</b>	<b>ANNUAL FEE</b> Payment on September 15
<b>PARENT PARTICIPATION HOURS – UNFULFILLED HOURS</b> If you do not fulfill the 40-hour requirement, you will be automatically charged for the unfulfilled hours.	<b>RATE \$25/HOUR PER FAMILY</b>	<b>DEADLINE JUNE 16</b> Payment on June 16

**ADDITIONAL FUNDRAISING COMMITMENT:** PLEASE REFER TO ESS FAMILY FUNDRAISING APPEAL

### BEFORE/AFTER SCHOOL CLUB FEES:

<b>MONTHLY FEE PER STUDENT / PER MONTH</b> (payment on 8 <sup>th</sup> day of each month): <b>BSC - BEFORE SCHOOL CLUB \$165.00</b> <b>ASC - AFTER SCHOOL CLUB \$355.00</b> <b>TUESDAYS - ONLY \$185.00</b>
--

**I have read and understand the financial commitment as outlined on this tuition schedule:**

\_\_\_\_\_  
PARENT'S SIGNATURE

\_\_\_\_\_  
PARENT'S NAME

\_\_\_\_\_  
DATE





## PRE-AUTHORIZED DEBIT (PAD) AGREEMENT

**FAMILY NAME:** \_\_\_\_\_

This PAD agreement will cover all fees, including the tuition deposit, monthly tuition, unfulfilled parent participation hours, and any additional fees that may occur during the school year. These additional fees may include, but are not limited to, club fees and camp fees, provided there is a minimum of 2 weeks' notice via email for such charges.

### PLEASE CHECK YOUR PREFERRED METHOD OF PAYMENT:

- EFT:** Monthly electronic pre-authorized debit payments
- **Provide:** a voided cheque or your banking information for EFT from your bank
  - **First payment:** September 1<sup>st</sup>, 2025. Payments will be recurring on the 1<sup>st</sup> of each month from September 1<sup>st</sup> to May 1<sup>st</sup> (assuming the tuition deposit for June has been paid on May 15<sup>th</sup>, 2025).
  - **EFT payee:** Blessed Sacrament School, 3020 Heather Street, Vancouver, BC V5Z 3K3
- LUMP SUM:** Fees paid in one lump sum (cash or cheque only dated September 1<sup>st</sup>, 2025).
- CASH:** Fees paid by cash on a monthly basis on the 1<sup>st</sup> of each month.

### AS PARENTS/GUARDIANS, WE UNDERSTAND AND ACCEPT THE FOLLOWING TERMS AND OBLIGATIONS:

- We are responsible for the payment of all fees and charges including the registration fee, tuition deposit, monthly tuition and other applicable school fees.
- Tax receipts for CRA-permitted tuition are issued to the person(s) who has provided the (Void) cheques.
- We also agree that if we withdraw our child(ren):
  - Up to and including June 30<sup>th</sup>, 2025, the tuition deposit will be forfeited.
  - On or after July 1<sup>st</sup> 2025, we understand that ALL fees (including tuition for the entire school year) are non-refundable and that all payments will be honoured.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

I (We) hereby authorize École St-Sacrement to withdraw on my (our) account with the aforementioned financial institution, for one school year September 2025 to June 2026, the **registration fee**, the **monthly tuition Fee** (the amount based on my assigned tuition category) and the **annual Activity Fee (AF)**. I (We) hereby understand that tuition is a yearly commitment, and that tuition and other school fees are non-refundable. Additionally, I (We) authorize École St-Sacrement to withdraw any incidental fee for my child(ren). The school may withdraw any additional specified amount after providing us with two weeks' notice, including details of the amount, the purpose of the fee, and the date the funds will be debited from our account.

\_\_\_\_\_  
Signature of Account Holder

\_\_\_\_\_  
Date

*\*\*For office use only*

**ASSIGNED CATEGORY:** \_\_\_\_\_ **NO. OF CHILDREN:** \_\_\_\_\_ **AMOUNT: \$** \_\_\_\_\_



## VALID SIGNING AUTHORITY

I (we) warrant that all people whose signatures are required to sign on this account have signed this agreement.

### **Cancellation of Agreement**

I (we) acknowledge that, in order to completely revoke this authorization, I (we) must provide and deliver written notice of revocation to Blessed Sacrament School. This authorization may be cancelled at any time by me (us).

### **Acceptance of Delivery of Authorization**

I (we) acknowledge that provision and delivery of this authorization to Blessed Sacrament School constitutes delivery by me (us) to the aforementioned financial institution. Any delivery of this authorization to you constitutes delivery by me (us).

### **Validation by Financial Institution**

I (we) acknowledge that the aforementioned financial institution is not required to verify that the debit has been issued in accordance with the particulars of the authorization including the amount and frequency of payments.

I (we) acknowledge that the aforementioned financial institution is not required to verify that any purpose of payment for which the debit was issued has been fulfilled by Blessed Sacrament School as a condition to honouring a preauthorized debit issued by Blessed Sacrament School on my (our) account.

### **Contract for Goods/Service**

Revocation of this authorization does not terminate any contract for goods or services that exists between me (us) and Blessed Sacrament School. My (our) authorization applies only to the method of payment and does not have any bearing on the contract for goods and services exchanged.

### **Change of Account Information**

I (we) undertake to inform Blessed Sacrament School, in writing, of any change in the account information provided in this authorization prior to the next due date of the debit.

### **Rights of Dispute**

Items charged will be reimbursed subject to notification by me (us) to the branch account within 90 days under any of the following conditions:

- a) I (we) never provided the authorization to Blessed Sacrament School.
- b) The preauthorized debit was not drawn in accordance with this authorization.
- c) My (our) authorization was revoked.
- d) The debit was posted to the wrong account due to invalid/incorrect account information supplied by Blessed Sacrament School.

I (we) understand that a written declaration to this effect must be given to my (our) financial institution.



## STUDENT RELEASE & EMERGENCY FORM

ONE PER FAMILY

FAMILY NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

NAMES OF CHILDREN: \_\_\_\_\_  
\_\_\_\_\_

### RESIDES WITH:

Both parents     Mother only     Father only

Other Legal Guardian: \_\_\_\_\_  
Name Relationship to Child(ren)

FATHER'S Name: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

MOTHER'S Name: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

### PICK UP / RELEASE AND EMERGENCY CONTACTS:

(1) The following individuals may be authorized to drop off or pickup the children in this family from school. (2) In the event of a serious disaster, and I cannot be reached or cannot make it to the school, my child(ren) may be released into the custody of the following persons, and only these persons. *(Do not include Mother, Father or Legal Guardian):*

_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No Can pick-up?
Name(s)	Relationship to Child(ren)	Primary Contact Number	
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No Can pick-up?
Name(s)	Relationship to Child(ren)	Primary Contact Number	
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No Can pick-up?
Name(s)	Relationship to Child(ren)	Primary Contact Number	
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No Can pick-up?
Name(s)	Relationship to Child(ren)	Primary Contact Number	

### \*\*Out of town contact:

_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No Can pick-up?
Name(s)	Relationship to Child(ren)	Primary Contact Number	



## TUITION CATEGORY FORM (PARISH INFORMATION)

**NOTE:** This form must be completed *annually*. The assigned tuition category will remain for the entire school year (changes between categories will not be made mid-year). Leave this form blank if not applicable.

### CATEGORY 1: PARISHIONERS OF BLESSED SACRAMENT PARISH

Complete this form and submit it with your re-registration to ESS. (You no longer need to bring this form to the parish). The school will deliver this form to Fr. Gilbert for categorical approval and signature.

### CATEGORY 2: PARISHIONERS OF OTHER CATHOLIC PARISHES IN THE RCAV

If you belong to a parish other than Blessed Sacrament, please bring this form to your parish priest for a signature. Once signed, please submit to the school office. Forms can be dropped off or emailed to [registrations@ess.vancouver.bc.ca](mailto:registrations@ess.vancouver.bc.ca)

### CATEGORY 3: NON-PARISHIONERS OR NON-CATHOLICS

Please leave this form blank.

\* \* \* \* \*

**Family Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Child/Children's Name(s):** \_\_\_\_\_  
\_\_\_\_\_

**Mother's Name:** \_\_\_\_\_ **Father's Name:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Name of your Parish:** \_\_\_\_\_ **Name of the Pastor:** \_\_\_\_\_

#### ABOUT OUR FAMILY:

- Registered parishioners
- Regularly attends Sunday Mass at on Sat / Sun at \_\_\_\_\_ am/pm
- Regularly contributes to the Sunday Offering (via envelopes or online)
- Participates in the parish (*describe*): \_\_\_\_\_

#### PASTORS ONLY:

I certify that the aforementioned family is a member of \_\_\_\_\_ Parish since \_\_\_\_\_ . I assign this family to Tuition Category # \_\_\_\_\_ for the 2025-2026 school year.

**Pastor's Name** \_\_\_\_\_ **Pastor's Signature** \_\_\_\_\_