

New Student Q & A

How old does my child have to be to enroll at St. Mary Catholic School? Your child must be 5 years old by August 31 to enroll in kindergarten. Students may enroll in Pre-K if they are 4 by September 1.

Items needed:

What do I need to do to complete pre-enrollment/enrollment?

Any student NEW to the building must present a copy of their Catholic Baptism certificate and birth certificate at pre-enrollment time. Kindergarten/Pre-K students must have a physical as well as a current immunization record- these must be presented at August enrollment or by the first day of school. Immunizations must be on a KCI form or a print out from your doctor-we no longer accept PINK cards.

Contact Information:

What information should I be getting from the school?

We email out a weekly newsletter called the "Tuesday Telegram" and we use REMIND text app. for school news, updates and school cancellations. You will also receive other information directly from your child's teacher. REMIND is our school-wide communication tool. You can sign up by texting 81010 with a message of 2fa370d4. If you would like to receive them in Spanish use message @6k6ed4. Pre-K is @2eb8bk.

Who do I contact if I change my address, email address or am not receiving any information from the school?

Contact Lori Nieman in the front office at 620-276-241 or email her at lnieman@gckschools.com. You can also login to your student portal in Educonnect.

How do I contact teachers or staff members?

Go to www.stmaryschoolgc.com to find out how to reach any teacher or staff member via email or phone number. You may also call the main school phone number at 620-276-2241. The school office is open daily during the months school is in session from 7:30 AM to 4 PM.

School Uniforms:

What is the school uniform policy?

The Uniform Policy may be found in the Parent/Student Handbook located in your student's agenda provided the first day of school and can be found on our website. Students have one Dress Down Day per month (the FIRST Tuesday of each month). That policy is also in your Parent/Student handbook. Uniforms are purchased through schoolbelles.com. **Please see the policy and become familiar with all the do's and don'ts of the required uniform.**

Arrival and Dismissal:

Where do I drop my student off and pick up?

K-6th: Arrival/Dismissal are done at all three doors of the school. Students are divided up by the first letter of their last name: A-E: drop off at the WEST door and pick up in the North parking lot. Students F-O: drop off and pick up at the FRONT doors, P-Z: drop off and pick up at the EAST doors.

Doors open at 7:45, students must be at school by 8:00 am. Dismissal is at 3:30 pm.

To help with the flow of traffic and safety of everyone please do not park at the entrances and walk your child to the door, if you want to walk them up please park across the street or in the North parking lot.

Pre-K: Drop off at the WEST door of the school (*unless you have an older sibling-then come with them*) and pick-up at the front doors. Drop off 7:45-8, pick-up at 11:00.

What do we do if my student will be late for school or has to leave early?

Contact Office at 620-276-2241 if you are going to be late or need to leave early. If you come in late, your student must be buzzed in at the front entrance and check in at the front office.

Volunteering:

What kind of volunteer activities are available at the school?

Parent volunteers are essential to our school community and parents are encouraged to become involved in some way. Helping with school fundraisers, going on field trips, snow removal, mowing-lawn care, special events and activities. All volunteers that will be helping in a classroom or going on field trips must attend a Protecting God's Children session prior to helping. Ask the school for those dates (usually are held in August or January).