



1st – 8th Grade Application

Forms and fees to be returned to:
Blessed Sacrament School
2407 Dixie Hwy
Ft. Mitchell, KY 41017
bssoffice@bssky.org

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2025-26 School Fees

- \$420 per student if paid with cash or check; \$20 discount per student if paid by May 1, 2025
- \$440 per student if paid with credit card; \$20 discount per student if paid by May 1, 2025

School fees help cover the costs of books, supplies, field trips, and cafeteria management fees. They are due at the time of application to hold your child's spot and are **non-refundable after 5/15/2025**.

Name on Card _____

Card Number _____

Expiration Date _____ 3-Digit Security Code _____



Grades 1 - 8 Application

Student & Parent Info, Continued

1. Are you a registered member of Blessed Sacrament Parish prior to December 31 of last year?

Yes_____ No_____ Month_____ Year_____

(Active Parishioner_____ Inactive/non-Parishioner _____)

If registered and active at another Parish, list Parish here _____

2. Do you have a child presently enrolled in our school? Yes_____ No_____

3. List the name of the preschool or school your child attended _____

It is necessary for the school office to have a copy of your child's:

- **birth certificate**
- **social security card**
- **baptismal certificate**
- **immunization certificate**

Fees are non-refundable after 5/15/25 and due at the time of registration to hold your child's spot.

Blessed Sacrament School utilizes FACTS Tuition Management Co. for tuition payments. Each new school family will receive additional instructions in order to create a FACTS tuition account.

How did you hear about Blessed Sacrament School?

Reference:

- Former student of Blessed Sacrament
- Neighbors / Friends
- Parish School

Media:

- Website
- Facebook
- Twitter
- The Messenger
- Link NKY

Other (please specify): _____

Thank you!



Student Medical Information

STUDENT NAME:	
DOCTOR:	
Address:	
Phone:	
DENTIST:	
Address:	
Phone:	
INSURANCE:	
HOSPITAL:	

1. Does your child have any allergies (drugs, food, insects, grass, pollen, animals, latex etc.)? **YES NO**
 - a. If yes, please list: _____
 - b. What do you do for a reaction? _____
2. Does your child have any illnesses or health conditions? _____
3. Is your child on any medication on a routine basis at home? _____
4. Will your child be taking any medication during school hours? _____
 - a. If so, the medication must be brought by an adult to the school office and a permission slip must be completed by the parent. Students are not permitted to carry medicine with them during the school day. Permission slips for Asthma and Food Allergy Medications are also in the office.
5. Does your child have any physical disabilities? _____
6. Does your child have any limitation on activities? _____
7. Does your child need any special attention because of health problems? _____

8. Is your child physically able to participate in regular physical education classes? **YES NO**
 - a. A written excuse is necessary for a student to be excused from physical education classes.

I acknowledge that this form was completed as honestly and accurately as possible.

Parent Signature _____ **Date** _____



Student Academic Information

Student's Name _____

Current Grade _____

Date _____

Upon applying for admission to Blessed Sacrament, copies of the last two year's standardized test results and the last two year's report cards must be submitted. An academic assessment by BSS personnel may be required at the request of the administration

1. Has your child been seen regularly by any specialist (math/reading) or the intervention specialist?

YES NO

If YES – explain

2. Has your child had any academic evaluations by the county or a private physician/psychologist?

YES NO

If YES – explain (include dates of testing)

3. Has your child been evaluated by his/her doctor for attention or psychological issues?

YES NO

If YES – explain (include dates of testing)



Custodial / Non-Custodial Information

The Diocese of Covington requires all parents to complete and return the following regarding child custody. Please return this form with registration papers.

- Parents married & living in same residence
- Parents divorced / separated with joint custody
- Name of custodial parent: _____
- Name of non-custodial parent: _____

1. Legal documentation naming the custodial parent must be submitted to the Blessed Sacrament school office (Financial information does not need to be included).
2. Instructions regarding distribution of student progress should be submitted to the school office.
3. Instructions regarding release or non-release of students to non-custodial parents must be submitted to the school office.

Student Name(s) _____

Signature of Custodial Parent _____

Date _____



Diocesan Custodial / Non-Custodial Liability Information

Blessed Sacrament School sets as one of its major goals the effective communication among the school, the home and the student. Only when all parties are actively engaged in the educational process can we maximize the benefit to the student entrusted to our care. There are, however, rules and laws that we must observe in carrying out this intercommunication. Of particular concern is the situation of the student whose parents are divorced and for whom custody has been granted to one parent.

The federal Family Rights and Privacy Act (Buckley Amendment) provides that “An educational agency or institution shall give full rights under the Act to either parent, unless the agency or institution has been provided with evidence that there is a court order, State statute, or legally binding document relating to such matters as divorce, separation, or custody that specifically revokes these rights”. In Kentucky the education of the child upon divorce of the parents has been addressed by the state in a way that impacts on the above federal legislation. KRS 403.330(1) provides that “Except as otherwise agreed by the parties in writing at the time of the divorce decree, the custodian may determine the child’s upbringing, including his education, health care, and religious training, unless the court, after hearing, finds, upon motion by the noncustodial parent, that in the absence of a specific limitation of the custodian’s authority, the child’s physical health would be endangered or his emotional development significantly impaired”

Thus, our responsibility for the student and the confidentiality of information about student progress at Blessed Sacrament School and the noncustodial parent’s rights regarding the child’s education are subject to the provisions of state law. Kentucky law stipulates that the custodial parent has the right to “determine the child’s upbringing, including his education...” **Therefore, Blessed Sacrament School will not grant the noncustodial parent, or his/her agent, access to the student while at school, will not release the student to anyone other than the custodial parent, except as directed by the custodial parent, and will not permit the noncustodial parent to inspect student records, receive progress reports or participate in teacher conference unless one or more of the following intervene:**

1. The divorce decree specifically authorizes such release and/or participation to the noncustodial parent:
2. Specific, written permission is granted by the custodial parent and is on file in the school:
3. A court order is issued granting permission to release the student, or information about the student, to the noncustodial parent.

We realize that divorce and separation from participation in the life of one’s children can be traumatic and emotional. However, Blessed Sacrament School will not be put in the middle of disagreements between divorced parents. It is the parents’ responsibility to come to terms on the education of the child and to decide who will be active participants and to what extent. We ask only that the school be given written instructions by the custodial parent on how we are to proceed with respect to requests from the noncustodial parent. Please do not ask the principal or teachers to take sides, to arbitrate familial disagreements or to circumvent the stated instructions of the custodial parent. We will do all in our power to keep lines of effective communication open according to the terms of the documents we have on file.



Photo Release

Blessed Sacrament School is very aware of the need to protect our children. Children will never be identified by both name and image. Please select an option below and sign/date this page at the bottom.

Yes, as the guardian of the child listed below I do hereby give and grant to Blessed Sacrament School permission to use my child's photograph, student work, or videotaped image in publication, video productions, on the school website, or on social media. I do further certify that I am of full legal capacity to execute the foregoing authorization and release.

No, I do not authorize Blessed Sacrament School to use my child's photograph, student work, or videotaped image in publication, video productions, on the school website, or on social media.

Student Name(s) _____

Parent Signature _____

Date _____



Immunization Record

In order for your child to enroll in school, you will need to provide us with some health information about your child. Samples of the required health forms you will need are attached to this letter and can be obtained from your physician.

1. Immunization Certificate – Prior to the first day of school, your child should be thoroughly examined by his/her doctor. All school children are also required by state law to provide a current Kentucky Immunization Certificate to the school as proof that they are adequately immunized. Have your doctor obtain and complete a Kentucky Certificate and return it to school. Your doctor will place an expiration date on the Certificate. When the Certificate is due to expire, you will be notified. A new Certificate must then be obtained and provided to the school.

2. Hepatitis B Vaccine & MMR Vaccine – It is now required by the Kentucky Health Department for children entering kindergarten to have three doses of the Hepatitis B vaccine and two doses of the MMR vaccine.

3. HEPATITIS A VACCINE – Two doses (6 months apart) is now required by the State Health Department for ALL students.

4. For out of state physicians – Please tell your physician to call the Kentucky Health Department for a blank certificate that will be mailed to your physician. The health department will not give out blank certificates to parents.

All health forms are due to the school office **by May 1.**

Thank you.

Sample Health Forms

COMMONWEALTH OF KENTUCKY CERTIFICATE OF IMMUNIZATION STATUS

Certificate Issuing Office Name and Address

Name of Child: _____ Birthdate: _____
(Last) (First) (Middle) (Suffix) (MM/DD/YYYY)

Name of Parent: _____
(Last) (First) (Middle) (Suffix)

Address: _____
(Street) (City) (State) (Zip Code)

VACCINE	DOSE 1 MM/DD/YYYY	DOSE 2 MM/DD/YYYY	DOSE 3 MM/DD/YYYY	DOSE 4 MM/DD/YYYY	DOSE 5 MM/DD/YYYY
Hepatitis B					
Alt. Adult Hepatitis B ¹					
DTaP/DTP/DT					
Hib ²					
Pneumococcal (PCV13)					
Polio					
Influenza					
MMR					
Varicella					
Hepatitis A					
Meningococcal					
Td					
Tdap					
Rotavirus					
HPV					
Men B					
Pneumococcal (PPSV23)					

¹Alternative two dose series of approved adult hepatitis B vaccine for adolescents 11 through 15 years of age. ²DTaP, DTP, or DT. ³Hib not required at 5 years of age or more.

- This child is **current** for immunizations until ____/____/____ (14 days after the next shot is due) after which this certificate is no longer valid, and a new certificate must be obtained.
- This child is **not up-to-date** at this time. This certificate is valid until ____/____/____ (14 days after the next shot is due) after which this certificate is no longer valid, and a new certificate must be obtained.

Reason child is not up-to-date:

- Provisional Status - Child is behind on required immunizations.
- Medical Exemption - The following immunizations are not medically indicated: _____

If Medical Exemption, can these vaccines be administered at a later date? No: ____ Yes: ____ Date: ____/____/____

- Religious Objection

I CERTIFY THAT THE ABOVE NAMED CHILD HAS RECEIVED IMMUNIZATIONS AS STIPULATED ABOVE.

(Signature of physician, APRN, PA, pharmacist, LHD administrator, RN or LPN designee)

(Date)

This certificate should be presented to the school or facility in which the child intends to enroll and should be retained by the school or facility and filed with the child's health record.



Sample Physical Examination Form

KDE/DDS

KDESHS002

PREVENTATIVE HEALTH CARE EXAMINATION FORM

All local boards of education shall require a preventative health care examination of each child first entering a Kentucky public school within a period of twelve (12) months prior to initial admission to school and within one (1) year prior to entry to sixth grade. Local school boards may extend this time not to exceed two (2) months. (702 KAR 1:160)

PLEASE COMPLETE THE IDENTIFYING INFORMATION AND RECORDS

IDENTIFYING INFORMATION

Student Name: _____ Gender: M F Grade: _____
 Date of Birth: _____ Age: ____ yrs ____ months Preferred Language: _____
 Parent or Guardian Name: _____

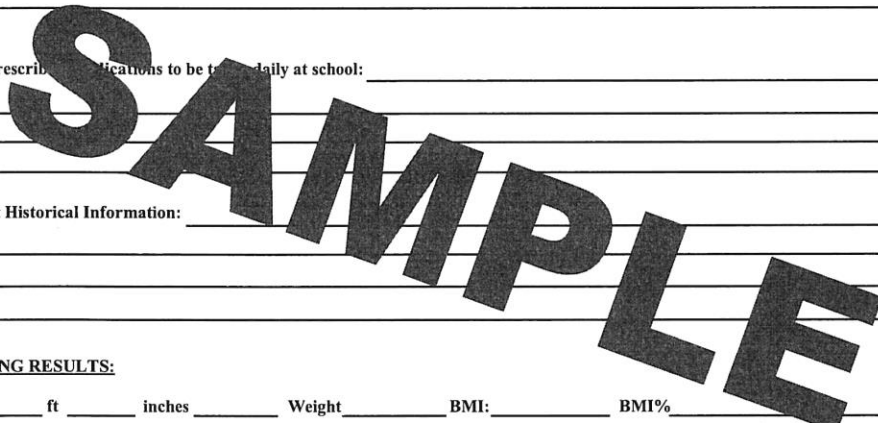
RECORD OF IMMUNIZATIONS TO BE REPORTED ON IMMUNIZATION CERTIFICATE FORM, EPID 230.

MEDICAL HISTORY

Allergies: _____

Current Prescription Medications to be taken daily at school: _____

Significant Historical Information: _____



SCREENING RESULTS:

Height: ____ ft ____ inches Weight: _____ BMI: _____ BMI%: _____

Vision	Right 20/ _____	Passed <input type="checkbox"/>	Failed <input type="checkbox"/>	Referred <input type="checkbox"/>	Hearing - Right	Passed <input type="checkbox"/>	Failed <input type="checkbox"/>	Referred <input type="checkbox"/>
	Left 20/ _____	Failed <input type="checkbox"/>	Referred <input type="checkbox"/>	Hearing - Left		Passed <input type="checkbox"/>	Failed <input type="checkbox"/>	Referred <input type="checkbox"/>

Optional: Hct/HGB: _____ Lead: _____ Urinalysis: _____

Gross dental (teeth and gums)	<input type="checkbox"/> Normal	<input type="checkbox"/> Abnormal	Refer/Tx: _____
Head/scalp/skin	<input type="checkbox"/> Normal	<input type="checkbox"/> Abnormal	Refer/Tx: _____
Eyes/Ears/Nose/Throat	<input type="checkbox"/> Normal	<input type="checkbox"/> Abnormal	Refer/Tx: _____
Chest/Lungs/Heart	<input type="checkbox"/> Normal	<input type="checkbox"/> Abnormal	Refer/Tx: _____
Abdomen	<input type="checkbox"/> Normal	<input type="checkbox"/> Abnormal	Refer/Tx: _____
Scoliosis assessment	<input type="checkbox"/> Normal	<input type="checkbox"/> Abnormal	Refer/Tx: _____

(Over)

Sample Physical Examination Form

(continued)

This child has the following problems that may impact the educational experience:

- Vision Hearing Speech/Language Physical Social/Behavioral Cognitive

Specify: _____

- This child has a health condition that may require emergency action at school, e.g. seizures, allergies. Specify below.

Recommendations (Attach additional sheet if necessary): _____

(Please Check One)

- This child may participate fully in school activities including physical education.
 This child may participate in school activities including physical education with the following restriction/adaptation.

(Specify reason and restriction) _____

ANTICIPATORY GUIDELINES

Discussed and/or handout given

- SCHOOL RESPONSIBILITIES
- Establish routines
 - Pre-school care/activities
 - Bullying
 - Communicate with school
- MENTAL HEALTH
- Family time
 - Anger management
 - Discipline for teaching not punishment
 - Limit TV, computer
- NUTRITION AND PHYSICAL ACTIVITY
- Healthy weight
 - Well-balanced diet, including breakfast
 - Fruits, vegetables, whole grains, dairy
- 60 minutes of exercise/day
- ORAL HEALTH
- Regular dentist visits
 - Brushing/Flossing
 - Fluoride
- SAFETY
- Sexual safety
 - Traffic safety
 - Fire escape plan
 - Gun safety
 - Smoke/carbon monoxide detectors
 - Sun
 - Appropriately restrained in vehicles

Additional comments or recommendations: _____

Signed: _____ Date: _____
Physician/APRN/PA/EPST Provider

Address: _____ Telephone: _____



Emergency Contacts, Authorized Pickup Persons, Transportation

This form is to be completed by the parent and submitted to the Blessed Sacrament School office. It is your responsibility to notify the office of any changes. This form allows you to authorize individuals other than primary guardians to pick up your children from school. If anyone **A)** picks up your children regularly or **B)** may pick up your children at some point during the school year (family friend, emergency pickup, no-bus days, etc.), please list them on this form **and update their information in Sycamore**. Anyone attempting to pick up your children whose name is not on this list and in Sycamore will be asked for identification and sent to the school office for verification before children are released to them.

Student Name(s) _____

Primary Contact	Emergency Contact	Authorized Pickup	Name of adult and their relationship to your child	Home/Cell #	Work/ Alternate #

Should we be aware of anyone who is legally not permitted to pick up your child? **YES** **NO**

- If so, we require court documents stating this.

Please check your students' usual school transportation methods:	AM	PM	Bus Number
Bus Rider			
Car Rider			n/a
Walker			n/a
Other			

Parent Signature _____ **Date** _____



Bus Service Registration Form

Below is the list of streets from which bus service to Blessed Sacrament school is available. If you live on one of these streets and are interested in utilizing bus service, please fill out the information at the bottom of the page.

Adams/Elliot	Carran Drive	Farmington	Lookout Farm Ct.	Penwood	Ven Deren
Adele	Chase Lane	Flower Court	Lookout Farm Dr.	Quincy	Vernon
Almhurst	Chelsea	Gayle	Lowell	Rock Crystal Lane	Warwick
Anbeth	Claiborne Farm Dr.	Geisen	Mainchase	Rosemont	Violet Dr.
Applewood	Claiborne Farm Ct.	Holiday Lane	Man-O-War	Rose Terrace	War Horse Place
Arcadia	Colony South	Hollow View Circle	Marble Cliff Court	Rossmoyne	Whitney Court
Ashbrook (North/South)	Darby Dan	Hudson	Marble Cliff Drive	Shaker Heights Dr.	Williams
Belle Monte	Dixie Highway	Hurstland Court	Marlow Way	Shaker Road	Winding Way
Bluestone	Druid Lane	Jefferson	Marian Way	Shinkle Road	Winthrop
Brittany Court	Dunster	Kirkland	Mary Jane Court	Spindletop Court	Woodspoint
Brookdale	Duntreath Lane	Lakeside (East/West)	Old Horsebranch	Steeleway Farm Ct.	Yancey
Bryan Station	Elizabeth	Lane Drive	Orphanage	Stevie Ridge	
Buttermilk Pike	Elmsmead Court	Leverett	Parkside Place	Stonewell Trails	
Cahill Ct.	Farmcrest Way	Locust	Parkway	Summit	
Calumet	Farmdale	Long Meadow (Stonewell to End)	Paul Hesser Drive	Turkeyfoot Road	

Bus Service Requested:

AM Only

PM Only

Both AM & PM

Home Address

Street **City** **State** **Zip**

Parent Name(s)	Parent Phone(s)	Parent E-Mail(s)	Emergency Contact?
			<input type="checkbox"/>
			<input type="checkbox"/>

Student Name(s)	Grade Level(s)	Date(s) of Birth



Blessed Sacrament School: Acceptable Internet Use Policy

You and your student(s) are responsible for the information contained in this document. Please read carefully before signing and returning.

Internet access is provided by Blessed Sacrament School (BSS) as a resource to our faculty, staff, and students. Users and the parents of users must understand that BSS cannot control the content of the information available. BSS believes that the benefits of resource sharing and communication outweigh the risks. BSS also believes that to appropriately prepare our students for high school, they need experience with the resources and tools available on the Internet. BSS is taking steps to prevent inadvertent access of objectionable material, but it is impossible to totally restrict access. It is because of this that the students, and parents of BSS must agree to and sign this policy stating that they will abide by the rules set forth in this document. Students using the internet/technology at BSS are subject to BSS disciplinary action as necessary.

I. Acceptable Use – Internet at BSS must be used in a responsible, ethical, and legal manner. It is understood that the BSS Internet connection may only be used for educational purposes. The Internet at BSS has not been established as a public access service or a public forum. Use for commercial activities, product advertisement or political lobbying is prohibited. Transmission of any material in violation of any US or state regulation is prohibited. This includes, but is not limited to, threatening or obscene material, copyrighted material, material protected by trade secret, etc.

II. Network Etiquette Rules – Users must abide by network etiquette rules. These rules include, but are not limited to the following: Be polite to the equipment and to other students. Use appropriate language. Do not swear or use vulgarities or any other inappropriate language. Illegal activities are strictly forbidden. Do not reveal anyone’s personal information, such as address or phone numbers. Assume that all communication and information accessible via the network is private property.

III. Privileges – Use of the Internet at BSS is considered a privilege. As such, the privilege may be revoked at any time by school administration. School employees, students, and parents must be aware that access to the Internet will be withdrawn from users who do not respect the rights of others or who do not follow the rules and regulations established by BSS.

IV. Disclaimer – BSS makes no warranties of any kind, whether expressed or implied, for the service it is providing. BSS will not be responsible for any damages suffered while using the systems or services. Use of any information obtained via the Internet is at your own risk. BSS specifically denies any responsibility for the accuracy or quality of information obtained through its services.

V. Security – If you identify a security problem on the Internet, you must notify a faculty member or school administrator. Do not demonstrate the problem to other users. Do not use another individual’s account without written permission from that individual. Any user identified as a security risk may be denied access to the Internet and/or BSS computers. Electronic mail (e-mail) is not guaranteed to be private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities may be reported to authorities, and disciplinary action will follow.

VI. Vandalism – Vandalism will result in cancellation of privileges for the student and disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy equipment and/or data of anyone connected to the Internet or on any BSS computer. This includes, but is not limited to uploading, creating or transmitting computer viruses.

----- **Clip and return the bottom portion of this page with your registration papers** -----

VII. Agreement – This policy is in effect as long as the student is enrolled at Blessed Sacrament School. Please read the entire agreement before signing and returning this portion.

To the Parent or Guardian: *As the parent or guardian of this student, I have read the Internet Use Agreement and have discussed it with my child(ren). I understand that this access is designed for educational purposes. Blessed Sacrament School has taken precautions to eliminate controversial material. However, I also recognize it is impossible for Blessed Sacrament School to restrict access to all controversial materials and I will not hold them responsible for materials acquired on the network. Further, I accept full responsibility for supervision if and when my child’s use is not in a school setting. I hereby give permission for my child to use the Blessed Sacrament Internet network and certify that the information contained on this form is correct.*

Student Name		Date	
Parent Name		Parent Signature	



Records Transfer Request

Blessed Sacrament School
2407 Dixie Highway
Fort Mitchell, KY 41017
859 331-3062
Fax 859-344-7323

Student's Name _____ Applying for Grade _____

Name of Present School _____

Address _____

City _____ State _____ Zip _____

Teacher's Name _____

NOTIFICATION OF PARENT

I acknowledge notification that my child's teacher may be consulted concerning the progress he/she has made, and general educational abilities and inabilities that he/she has demonstrated.

I authorize the release of my child's academic, health, and psychological records to Blessed Sacrament School.

Signature of Parent _____ Date _____



Text Message Notification Opt-In

Please complete the following to opt-in to receive text message notifications from Blessed Sacrament School.

We will use this information to send notifications of events such as, but not limited to, school closures, early dismissals, or reminders about upcoming deadlines such as enrollment.

By completing and returning this form you agree to receive text message notifications from Blessed Sacrament School. Message frequency per month will vary depending on events deemed appropriate by the administration. Message and data rates may apply.

This opt-in is only valid for the current school year.

Student(s) Name and Grade: _____

Your Name: _____

Your 10 Digit Mobile Number: _____

Privacy Policy: All mobile information you share with Blessed Sacrament School will remain confidential and will only be used by school representatives to notify you of pertinent school events. The school does not share phone numbers with external sources.

OPT-OUT: If you wish to no longer receive text message notifications from BSS you can Opt-Out by simply replying to or sending a message containing the keywords "STOP" or "CANCEL" to the BSS number at 859-331-3062. Additionally, you may also Opt-Out by contacting the school office during normal school hours at 859-331-3062 or emailing bssoffice@bssky.org with your mobile phone number.

Signature: _____

Date: _____