

FIRST PRESBYTERIAN ACADEMY

New Family Quick Start Guide



Upper School

NOTE: Current 2024-2025 policies can be found in Student Handbook in the Parent Portal of the school website - www.firstpresacademy.com.

APP

Our school is launching a new app designed to streamline communication with teachers and provide essential updates about school activities and events. Look out for an email before the first day of school containing the app download link and instructions on how to get started!

ARRIVAL & DISMISSAL TIMES

Early Arrival | 7:15 a.m.

Full Day | 7:55 a.m. - 3:00 p.m.

Half Day | 7:55 a.m. - 11:30 a.m.

*Students may begin entering the classrooms at 7:40 a.m.

BELL SCHEDULE

See **PARENT PORTAL - UPPER SCHOOL** – Upper School Bell Schedule

BLUE/GREEN SCHEDULE INFORMATION

Upper School (Middle and High School only) has implemented a modified block schedule one week each month. During these weeks, students will attend their normal schedule on Monday, Tuesday, and Wednesday (7 periods per day, 50 minutes per class). On Thursday, students will attend periods 1 - 3, each class will be 90-minutes long and students will be dismissed at 12:45 p.m. On Friday, students will attend periods 4 - 7, each class will be 90 minutes long and students will be dismissed at 3:00 p.m. Students will eat lunch at school.

See **PARENT PORTAL - UPPER SCHOOL** - Blue/Green Schedule Information

See **PARENT PORTAL - UPPER SCHOOL** - Blue/Green Day Calendar

CALENDAR

See **PARENT PORTAL - CALENDAR** - 2024 - 2025 School Calendar

CALENDAR – IMPORTANT DATES for NEW FAMILIES

Back to School Bash - Monday, August 12, 2024

Back to School Bash is an opportunity for parents and students to meet their teachers, familiarize yourself with your schedule, find your locker and ask questions.

An eBLAST will be emailed with more details about times and location.

New Student Orientation – Monday, August 12, 2024

New Student Orientation will be held on Tuesday, August 12, from 3:00 - 4:00 pm. This is an opportunity for new students to get a tour of the school, walk through their class schedule and have time to set up their lockers.

- 6th Grade students will meet in the 200 Building with Mrs. Healy in Room 204.
- 7th - 12th Grade students will meet in the 100 Building with Mr. King in Room 105.

New Parent Orientation – Tuesday, August 12, 2024

New Parent Orientation will also be held in the Upper School Cafeteria. This is an opportunity to hear from a member of our Administration, our Director of College Counseling, Student Ambassadors and to meet other new families.

First Day of School - Wednesday, August 14, 2024 (Half Day dismissal at 11:45 a.m.)

First Blue/Green Day - Thursday, August 22, 2024 (Blue) and Friday, August 23, 2024 (Green)

CARLINE PROCEDURES

Students should be dropped off and picked up in the Upper School car line, located along the north side of the Upper School buildings. Please do not drop off in the circle in front of the Gymnasium. Access to this car line is located along Shamrock Lane. Cars will form two lines and students will be supervised by faculty members until 15 minutes after the end of school.

See Parent/Student Handbook

See Parent Portal - ADMINISTRATION - Carline Diagram

DRESS CODE

The dress code applies to all FPA students during the school day. Additional dress code guidelines may be issued for field trips, class trips, dances, prom, or other school functions.

See Student Handbook

EARLY STAY

Students arriving prior to 7:40 a.m. must report to Early Stay. Early Stay begins at 7:15 a.m. and is monitored by a faculty member. Upper School students should report to the Upper School Cafeteria.

eBLAST

FPA issues weekly eBLASTS for updated communication and announcements via email. This is one of the primary methods of regular communication by the school. If you do not receive the weekly eBLASTS, please email Tracie Blair at tblair@firstpresacademy.com.

EMAIL - Student Email

All students will receive a [firstpresacademy.com](mailto:tblair@firstpresacademy.com) student email address.

HOURS OF OPERATION

Office Hours

Regular operating hours are Monday through Friday from 7:30 a.m. until 3:30 p.m.

LOCKERS

Locker assignments will be included on the Student Schedule. Middle School lockers are located in the 200 building. High School lockers are located in the 100 building.

See Parent/Student Handbook

LUNCH PROCEDURES & ORDER FORMS

Upper School students eat lunch on campus in the Upper School Cafeteria. Individual food deliveries to students from

OUTSIDE vendors or restaurants are prohibited. Lunch orders can be made on the FPA App, or through their FACTS account.

FAMILY PORTAL VIA FACTS

Family Portal is a private and secure parent portal that allows parents to view academic information specific to their children while protecting their children's information from others. You can see your child's grades, attendance, homework, and conduct. The log in and password given to you during the Admissions process is the same log in and password you will use throughout the year.

FPA App is available and connects to your FACTS family portal. This app is available through your App store under "First Presbyterian Academy."

STUDENT SCHEDULES

Student schedules will be available on FACTS. If you need to make a change to your schedule, you will contact Lisa Anderson at landerson@firstpresacademy.com.

SCHOOL SUPPLIES

Grade level lists will be available on the school website.

See PARENT PORTAL - School Supply Lists

STUDENT DRIVERS

Students wishing to drive to school must register their vehicle and license with the Student Services Office located in the 100 building of the Upper School Campus. Upon receipt, an FPA parking permit will be issued and must be prominently displayed in the windshield of the car. **Students must adhere to the published driving regulations located in the current 2024-2025 policies found in Parent/Student Handbook on the school website.**

See Parent/Student Handbook

SUMMER READING LIST

See PARENT PORTAL - Summer Reading Lists