



NEW FAMILY QUICK START GUIDE

CRUSADER STATION PRESCHOOL

NOTE: Current 2025-2026 policies can be found in Student Handbook in the Parent Portal of the school website.

APP : The FPA App is designed to streamline communication with teachers, facilitate the lunch ordering process and provide essential updates about school activities and events. Search "First Presbyterian Academy" in the App Store and download the "First Presbyterian Academy" APP.

ARRIVAL & DISMISSAL TIMES

Early Arrival | 7:45 a.m.

Carline Starts | 8:15-8:30 a.m.

Full Day | 8:30 a.m. – 2:30 p.m.

Half Day | 8:30 a.m. - 11:30 p.m.

After School Enrichment | 2:45 p.m. - 5:30 p.m.

***Students may begin entering the classrooms at 8:15 a.m.**

EARLY STAY/AFTER SCHOOL ENRICHMENT: Students arriving prior to 8:15 a.m. must report to Early Stay, which begins at 7:45 a.m. After School Enrichment is available for K3 & K4 Students for an additional charge from 2:45- 5:30 p.m. **See PARENT PORTAL - Administration – After School Enrichment**

AFTER SCHOOL CLUBS AND ACTIVITIES **See PARENT PORTAL – After School Enrichment** – Lower School Clubs and Organizations These programs will start after school at 3:15 pm. Registration is required and billing will be through your FACTS account.

CALENDAR: **See PARENT PORTAL - CALENDAR - 2025 - 2026 School Calendar**

CALENDAR - IMPORTANT DATES for NEW FAMILIES

- **Monday, August 11 | 3:00–4:00 PM (Just before the Back-to-School Bash)** | Back to School Bash is an opportunity for parents and students to meet their teacher(s), familiarize yourself with school grounds and ask questions.

- **First Day of School - Wednesday, August 13, 2025 (Half Day dismissal at 11:45 a.m.)**

CARLINE PROCEDURES: **See Parent Portal - ADMINISTRATION - Carline Diagram**

DRESS CODE – Lower School (K3 - K5):

Preschool students are permitted to wear age appropriate, modest clothing. Student clothing should be casual, comfortable and in good taste. It is very important that clothing be "bathroom friendly," including bottoms with elastic waists, no belts, etc. Students are required to wear closed-toe, closed-heel shoes every day; please do not dress your student in jellies, flip flops, sandals, platform shoes or cowboy boots. **See Parent Portal - ADMINISTRATION – Dress Code Policy**

CRUSADER NEWS eBLAST: FPA issues a weekly eBLASTS on Sunday 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 Director of Communication at sprice@firstpresacademy.com.

HOURS OF OPERATION: Office Hours: Regular operating hours are Monday - Friday from 7:30 a.m. until 3:30 p.m.

LUNCH PROCEDURES & ORDER FORMS: Students in K3 & K4 will eat lunch in their classrooms. Students should submit their lunch orders via that FPA APP. **See PARENT PORTAL - LUNCH ORDERING**

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. Your FACTS family portal is connected to your FPA App.

SCHOOL SUPPLY LISTS: See **PARENT PORTAL - School Supply Lists**

K3, and K4 School Supplies are included in the enrollment fee and will be purchased by the teachers. Parents will need to supply an appropriately sized backpack or tote bag. For the full day students only, please send a soft, roll-up nap mat for your child—preferably one with an attached blanket and pillow. If you search “soft nap mat” on Amazon, you’ll find many suitable options.

Kindly do not send the trifold plastic mats, as they are bulkier and more difficult to store in our classroom.

SNACKS: K3 & K4 students should bring a healthy, low-sugar snack to school each day to be eaten during the designated snack time. It is helpful for parents to label the item as a “snack” when packing your child's lunch.



**SCAN HERE TO ACCESS
TO THE PARENT PORTAL**