

FIRST PRESBYTERIAN ACADEMY

New Family Quick Start Guide



Preschool and Lower School – Shannon Forest Campus

NOTE: Current 2022-2023 policies can be found in Parent/Student Handbook in the Parent Portal of the school website
– www.firstpresacademy.com.

ARRIVAL & DISMISSAL TIMES

Early Arrival | 7:15 a.m.

Full Day | 8:10 a.m. - 3:00 p.m.

Pre-School Half Day | 8:10 a.m. - 12:30 p.m.

All School Half Day | 8:10 a.m. - 11:45 a.m.

Late Stay | 3:15 p.m. - 5:30 p.m.

*Students may begin entering the classrooms at 7:50 a.m.

Early Stay/Late Stay

Students arriving prior to 7:50 a.m. must report to Early Stay, which begins at 7:15 a.m. Late Stay is available from 3:15-5:30 p.m. Early Stay and Late Stay is available for an additional charge for students in K3 - 5th Grade.

See PARENT PORTAL - Administration - Early/Late Stay Programs - Shannon Forest Campus

CALENDAR

See PARENT PORTAL - CALENDAR - Printable Calendar & Important Dates

CALENDAR - IMPORTANT DATES for NEW FAMILIES

Back to School Day – Monday, August 15, 2022

Back to School Day is an opportunity for parents and students to meet their teacher(s), familiarize yourself with school grounds and ask questions.

An eBlast will be emailed with more details about times and locations.

First Day of School - Wednesday, August 17, 2022 (Half Day)

CAR LINE PROCEDURES

See Parent/Student Handbook (page 42)

See Parent Portal - ADMINISTRATION - Carline Diagram

DRESS CODE- Preschool (K3-K4)

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, or platform shoes.

DRESS CODE – Lower School (K5 - 5TH GRADE)

See Parent/Student Handbook (page 36)

eBLASTs

FPA issues twice 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, go to www.firstpresacademy.com, click on CONTACT US in the top menu bar and select eBLAST SIGN UP. Here, you can register by submitting your email address.

HOURS OF OPERATION

Office Hours

Regular operating hours are Monday through Friday from 7:30 a.m. until 3:45 p.m.

LUNCH

Students in K5 – 5th Grade eat lunch in the Lower School Multi-Purpose Room (MPR).

Students should submit their lunch orders and payments in advance.

See **PARENT PORTAL - LUNCH** - Preschool and Lower School Lunch Order Form

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. Family Portal offers an app for your smart phone for a one-time cost of \$5.00.

SCHOOL SUPPLY LISTS

See **PARENT PORTAL - School Supply Lists**

SNACKS

K5 - 5th Grade 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.

SUMMER READING LIST

See **PARENT PORTAL - Summer Reading Lists**