

FIRST PRESBYTERIAN ACADEMY

New Family Quick Start Guide



Lower School (K5 – 5th Grade)

NOTE: Current 2023-2024 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.

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

Late Stay | 3:15 p.m. - 5:00 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 3:15-5:00 p.m. Early Stay and Late Stay is available for an additional charge for students in K5 - 5th Grade.

See PARENT PORTAL - Administration - Early/Late Stay Programs

CALENDAR

See PARENT PORTAL - CALENDAR - Important Dates

CALENDAR - IMPORTANT DATES for NEW FAMILIES

Back to School Day – Monday, August 14, 2023

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 16, 2023 (Half Day)

CAR LINE PROCEDURES

See Parent/Student Handbook

See Parent Portal - ADMINISTRATION - Carline Diagram

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

See Parent/Student Handbook

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** - 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**