

Welcome to Aletheia Christian Academy

Elementary Frequently Asked Questions



Orientation Information

Orientation occurs the Thursday evening before school starts each fall. All new families and students are encouraged to attend. After a time of worship, school information and upcoming events will be announced. After the group meeting, parents and students are dismissed to go and visit their elementary teacher's classroom.

In the event that a family has more than one elementary student, it is recommended that the family visit the youngest classroom first and then the oldest sibling's classroom. Elementary teachers have a presentation of class information and paperwork to deliver to their students and families. This presentation will be delivered twice so that parents can visit more than one classroom.

Class supplies may be dropped off in the classrooms during orientation, if that is convenient. Otherwise, they may be brought the first day of school.

FIRST DAY OF SCHOOL!

Arrival:

Elementary (Kindergarten – 6th grade) Students may be dropped off beginning 7:30am. Please drop off elementary students in the front of the school. Kindergarten students should go directly to their classroom, and students in grades 1-6 will proceed to the mezzanine where they will be supervised until school begins at 8:00am.

Please do not drop off your children before 7:30am. The doors open at 7:30am because there is no one to supervise students before that time.

Dismissal:

You will be given a card with your last name written on it to use during dismissal. Please place this placard on the reverse of your visor so that the teachers who are loading children at dismissal will know who you are picking up.

****Please note that only parents are allowed to pick up children unless the parent gives permission for someone else to pick up their child. Should you wish to designate someone else to pick up your children, we will need a copy of their driver's license on file, along with a written note from you giving permission for them to pick up your child.**

If your child is attending the Pre-K or Kindergarten Half Day program, please pick your child up at the front of the school between 11:30am and 11:45am.

Normal elementary dismissal begins at 2:40pm and continues until 3:00pm. Please pick your child up in the front of the school. Children not picked up by 3:00pm will be escorted to After School Care. There is a yearly registration fee and an hourly charge for this service.

The After School Care program ends at 6:00pm. A late fee will be charged for pickup after this time.

The first few days of car line may be challenging. Please be understanding and patient. The process becomes smoother after a week or so.

FREQUENTLY ASKED QUESTIONS:

1. Where can I find the school supply list?

The school supply list is available for download at www.acalions.org under the "resources" tab.

2. What should I wear for orientation?

We ask that students dress modestly. No shorts or tank tops, and if a girl chooses to wear a skirt that it comes at least to the knee.

3. Can I buy PE uniforms, sweatshirts, or other spirit merchandise on orientation night?

You can purchase PE uniforms through our online store. Your order will be delivered to the school and distributed to your student. (PE uniforms are required for 5th through 9th grade.)

4. When will I get my books?

Your teacher will assign your books to you on the first day of school.

5. Can I purchase lunch at the concession stand?

Students in grades 1-6 may purchase items from the concession stand during their lunch period. Parents may also purchase a \$10 lunch card which will be kept in the concession stand and the cost of items will be marked off as your student makes purchases. Ask your homeroom teacher for a lunch card if you wish to purchase one.

6. How do I contact my student's teacher?

Email is the best and most efficient way to contact teachers and school staff. You may also send a note to the teacher or call the school office and leave a message for the teacher to contact you.

7. How will I know my student's grades and homework? (elementary)

Teachers update FACTS SIS gradebooks as they grade papers. You may log into your FACTS SIS account to access your student's grades. Please remember that though a child may take a test on Tuesday, the test may not be graded that day.

Homework is posted for the week on FACTS SIS by Monday mornings. Please understand that this is a projection of the week's homework. It may change throughout the week due to teachers modifying lessons plans to best fit the needs of our students.

8: Where do I find the handbook?

The handbook is distributed to all families at the beginning of the school year. You may find a copy year-round in FACTS SIS ParentsWeb under "Resources."

9. What do I do if my child is late to school?

If your elementary child is late to school, please bring them through the front office to sign them in. They may go directly to their classroom.

10. How do I request make up work when my child is absent?

Inform the teacher via e-mail that you would like to pick up your child's make-up work. The teacher will respond to you to let you know what time the work can be picked up by the parent or a sibling in the front office.

11. How do I request a pre-arranged absence?

If it is necessary for your child to be absent because of a family circumstance, parents would need to fill out a pre-arranged absence form and turn it in to the principal for approval. The form can be picked up in the front office or it is accessible on the school's website under "Resources."

12. May my child bring his/her tablet or laptop to class?

Please do not allow your elementary child to bring expensive items such as tablets or laptops to class. Students are not allowed to access digital information unless they are given permission by the teacher. Teachers choosing to employ technology in learning will provide a device for their students to use for the assignment.