



# THE FIRST DAY OF SCHOOL IS MONDAY, AUGUST 19!

## FIRST DAY OF SCHOOL SCHEDULE:

8:15am	Warning bell
8:20am	School begins (including pre-school)
3:00pm	Elementary dismissal Camp Calvary students go directly to Camp Calvary. <a href="#">Find more info regarding Camp Calvary on our website.</a>
3:10pm	JH/HS dismissal
3:20pm	Elementary students remaining will be directed to Camp Calvary. There is a charge for this service.
3:30pm	After school care for JH/HS students in the cafeteria. <a href="#">Find more info regarding JH/HS after school care on our website.</a>

Please feel free to escort your elementary student to their classroom on the first day of school. First Day of School photo opportunities will be available outside, weather permitting.

## DONUTS AND DETAILS

All students entering 6th grade, new 7th and 8th grade students, and new high school students are invited to Donuts and Details on Tuesday, August 13 from 9:00am - 10:30am in Room 237. Students will be greeted by CA Principal, Mrs. Smith, as well as other staff, teachers, and students for a full morning preparing for the first day of school! Students will get a tour of the school, learn about Google Classroom, receive their class schedule and locker assignments, and ask any questions they may have. Uniforms are not required. Please contact the Academy Office with any questions.

## MEET THE TEACHER NIGHT

All parents and students are welcome to explore the school, visit classrooms, and meet the teachers during the open house on Thursday, August 15 from 4:30pm - 6:00pm. We hope to see you all there!

## VIRTUAL PARENT NIGHT

Virtual Parent Night, which includes helpful information for the school year, will premiere online at 6:00pm on Tuesday, August 20. Parents and students will be able to view videos and information from Academy administration and teachers via Calvary Academy website or Calvary Academy Facebook. A link to the event will be emailed to all parents by 6:00pm.

## ATHLETICS

All athletic schedules can be found on our website: [Athletics | Calvary Academy \(caspringfield.org\)](https://caspringfield.org/Athletics)

**Sports Physical.** All students who wish to participate in any sport must have an updated physical turned in to the school office **BEFORE** participating in any practices or games. Reminder: Physicals are valid for 395 days. If you are unsure if your student requires an updated physical, please contact the Academy Office.

**Athletic Agreement Signature Form.** All parents and students must review the **Student-Parent Athletic Handbook** found on the CA athletics website linked above. The Athletic Agreement Signature Form found on the bottom of the CA athletics website must be completed by the first practice of the sport in which your student wants to participate. An agreement need only be signed once per year even if students participate in multiple sports. *A \$50 athletic fee will be required to participate.*

## BACKGROUND CHECKS

It is the policy of Calvary Academy to require a standard background check on any individual desiring to help in the classroom, assist with a field trip, visit a class, or volunteer with students in any capacity. [Background check forms](#) can be found under Resources on our website. Please download and return to the Academy Office. Forms are also available in the Academy Office. Please note: once the background check is completed, it must be submitted to an outside agency for processing. This can take several days. A processed background check is required prior to assisting in the classroom or a field trip.

## CALVARY ACADEMY APPAREL

Orders placed in the last online shop will be available for pick-up at the Meet the Teacher Night on Thursday, August 15 - including FREE t-shirts for returning students enrolled by March 30, 2024! **A NEW Calvary Academy online apparel shop will open on Friday, August 16 and will remain open for the first two weeks of school.** All apparel is uniform approved. The Academy Office does have a few gently used donated items available first come, first serve.

## CALVARY ACADEMY PE UNIFORMS

PE uniforms are required for students in 6th, 7th and 8th grades. If you have not already ordered a PE Uniform for your student, items (shirt and shorts) will be included in the next online apparel shop. This will be the last chance to order. Once the uniforms are received from the vendor and distributed, all students will be required to wear the uniforms for PE class. Students who are out of uniform in PE will receive a zero for the participation grade that day with an option offered to make up the zero in the next PE class. Each student is also allowed one no uniform pass.

## CALVARY ACADEMY MUSIC INSTITUTE

Calvary Academy Music Institute allows students to expand their musical horizons through private lessons. All lessons are conducted at Calvary Academy. Currently, the following lessons are offered:

- Piano
- Voice
- Guitar
- Percussion
- String Instruments: Guitar, Bass Guitar, Banjo, Ukulele, Mandolin
- Brass: Trumpet, Trombone, Tuba, French Horn
- Woodwinds: Flute, Clarinet, Oboe, Saxophone

[Visit our website for more information](#) including pricing and payment options, general rules and procedures, and online registration. Contact CAMI Director, Mrs. Laura Powell, at [LPowell@CASpringfield.org](mailto:LPowell@CASpringfield.org) with any questions.

## CAMP CALVARY

Camp Calvary is our before and after school program for students enrolled in 1st – 5th grades. Morning hours: 7:00am – 8:00am with cold breakfast served at approximately 7:30am. After school hours: 3:00pm – 5:30pm with an afternoon snack served at 4:00pm. [View Camp Calvary information](#)

Calvary Academy offers free after-school care for JH and HS students. After School Care hours are from 3:30-5:30 PM. All JH/HS students on the Calvary Academy premises after school are required to report to the cafeteria and check in with the adult that is supervising by 3:30 PM. [JH/HS After School Care Guidelines](#)

## COMMUNICATION

We are committed to ongoing, timely, and informative communication between school and home. We will primarily use email to notify and inform parents. Please check your email for information sent from Calvary Academy and alert us of any changes or additions to family email addresses. The school will also use text messaging and automated phone calls to communicate emergency information. Please follow Calvary Academy of Springfield on [Facebook](#) and [Instagram](#).

## DATES TO REMEMBER

Monday, September 2 - Labor Day | No school

Thursday, September 5 - Lifetouch School Pictures

**Tuesday, September 10 - Culver's Donate Night**

Thursday, September 12 - Early dismissal | 2:00pm

Friday, September 13 - Jump Day ([Click to print pledge sheet.](#))

[The school calendar](#) can be found on our website.

## DOLLAR DRESS DOWN DAYS

Every Friday will be a "Dollar Dress Down Day." Students may choose to pay a dollar to wear an expanded selection of clothing items. Failing to pay the dollar for the dress down day will result in a uniform violation. Guidelines for dress down day can be found on the website. [Dress Code | Calvary Academy \(caspringfield.org\)](#) If you would prefer not to remember to send a dollar with your student every Friday, you can pay \$33.00 for the entire year. The deadline to pay for the entire year is Friday, August 30. Please bring all payments to the Academy Office.

## FACTS

The FACTS system is used to communicate grades and behavior reports for students. The daily announcements, athletic updates, lunch menu, and calendar events can also be found on FACTS family portal.

## LOCKERS

All junior high and high school students are assigned a locker and have access to their lockers throughout the day. A lock can be provided by the student or requested via the Academy Office. Students may decorate only the inside of the lockers.

## LUNCH

Calvary Academy will again be participating in the National School Lunch Program which allows for Free Lunch or Reduced Lunch (.40) for qualifying families. Link to application and instructions: [ISBE 24-25 Free & Reduced Lunch Application](#)

School lunch costs for 2024-2025 are as follows:

K5 - 8th grade \$3.50 | High School -\$4.00

If you would like to add lunches into your payments, as a convenience, you may do that. The following would be put on your child's lunch account to be used in the 2024-2025 school year:

K5 -8th grade-\$600 | High School-\$700

The lunches are tracked electronically. Any unused portion of the above amount would be credited back to your tuition account at the end of the school year. To add lunch fees to your automatic payments or for any questions, please contact Mrs. Jeannie Martin via email at [JMartin@CASpringfield.org](mailto:JMartin@CASpringfield.org).

## MEDICAL DOCUMENTS

All students entering Pre-School, Jr. Kindergarten, Kindergarten, 6th and 9th grades and students enrolling for the first time at Calvary Academy are required to have a current physical examination completed on the approved Illinois Department of Public Health Form. A sports physical does not meet the requirement. A current physical is one that was completed within one year of August 2024.

All students entering Kindergarten or enrolling for the first time at Calvary Academy must submit proof of a comprehensive eye exam by October 15, 2024.

All students in Kindergarten, 2nd grade, 6th grade are required to submit proof of a dental examination by May 15, 2025.

The Illinois Missing Children Records Act (325 ILCS 50) requires submission of a certified copy of a child's birth certificate upon 30 days of enrollment. A copy of the certified birth certificate will be made by our office and the original returned to the parent as requested.

Please refer to the [Health Memo](#) for more information. Forms may be emailed, mailed, or delivered to [Jeannie March](#) in the Academy Office.

## MENU

The Calvary Academy menu can always be found on our website under resources. [View the August menu.](#)

## SAFETY & SECURITY

Calvary Church and its ministries, which includes Calvary Academy and Calvary Day Care are continually evaluating safety procedures and have implemented procedures to help ensure the safety of everyone. These changes are for school hours which are Monday - Friday 8:15 am – 3:00 pm. We appreciate your understanding and compliance with these procedures.

- All Calvary Church and Calvary Academy staff will wear a staff lanyard indicating they are staff. Calvary Academy Day Care staff wear a shirt indicating they are day care staff.
- All students, parents, and visitors are asked to enter **and exit** the main entrance doors. Day Care families may still enter and exit the east day care entrance using their issued key fob. **Reminder:** please do not open any door for anyone else.
- All parents and visitors will be asked to sign in at the Main Entrance and will be provided with a lanyard indicating Visitor. Please return the lanyard to the Receptionist when leaving.
- Please contact a staff member should you see something concerning.

## SCHOOL SUPPLY LISTS

[Lists are available on our website.](#)

## STUDENT HANDBOOK

Early Arrival/Late Departure Rules .....	page 14
Elementary Behavioral Management Plan .....	page 29
Elementary Cell Phone Policy .....	page 31
Junior High and High School Behavioral Management .....	page 35
Junior High and High School Cell Phone Policy.....	page 37
Junior High Uniform .....	page 40
High School Dress Code .....	page 44

Review the [Calvary Academy Student Handbook](#) online for more information.

## UNIFORM AND DRESS CODE

Please take the time to review the appropriate uniform and dress code for your student. Contact the Academy Office with any questions. [Dress Code | Calvary Academy \(caspringfield.org\)](#)