



THE FIRST DAY OF SCHOOL IS AUGUST 21!



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.
[Find more info regarding Camp Calvary on our website.](#)
- 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.
[Find more info regarding JH/HS after school care on our website.](#)

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 WITH THE PRINCIPAL

All students entering 7th grade, new 8th grade students, and new high school students are invited to Donuts with the Principal on Tuesday, August 15 at 9:00am - 12:00pm 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 17 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 22. 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 \(caspringfield.org\)](#)

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

Calvary Academy online apparel shop **IS NOW OPEN and will be open through the first week of school!** All apparel is uniform approved. Apparel is expected to arrive approximately two weeks after the shop closes. The Academy Office does have a few gently used donated items available first come, first serve. If your student has outgrown their uniform apparel, please consider donating them to the Academy for other students. [Click to order.](#)

CALVARY ACADEMY PE UNIFORMS

PE uniforms are required for students in 7th and 8th grades. PE Uniform items (shirt and shorts) are included in the online apparel shop. [Click 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. We understand how busy lives can be and will work with you to find time around your student's schedules. If your student's class schedule allows, he or she may be able to receive lessons during normal school hours. All lessons are conducted at Calvary Academy.

Currently, the following lessons are offered:

- Piano
- Voice
- Guitar
- Percussion
- Brass: Trumpet, Trombone, Tuba, French Horn
- Woodwinds: Flute, Clarinet, Oboe, Bassoon, Saxophone

CAMI BACK TO SCHOOL SPECIAL: Allow your child to explore their talent with a ONE-MONTH TRIAL in September for students interested in trying a new instrument. This special offer includes four 30-minute lessons for only \$100! (Promotion ends August 23, 2023.)

[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 with any questions.

CAMP CALVARY

Camp Calvary is our before and after school program for students enrolled in 1st – 6th 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 3:30-6:00 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](#)

CHROMEBOOKS

All 6th - 12th grade students will be issued a Chromebook to be used during the 2023-2024 school year to access Google Classroom. An agreement must be signed by a parent before the device is issued. [The agreement and signature form can be found on our website.](#)

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 4 - Labor Day | No school
Thursday, September 7 - Lifetouch School Pictures
Thursday, September 14 - Early dismissal | 2:00pm
Friday, September 15 - 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 25. 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 UPDATE

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 23-24 Free & Reduced Lunch Application](#)

School lunch costs for 2023-2024 are as follows:

K5 - 8th grade \$3.00 | High School -\$3.50

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 2023-2024 school year:

K5 -8th grade-\$515 | High School-\$600

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.

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 2023.

All students entering Kindergarten or enrolling for the first time at Calvary Academy must submit proof of a comprehensive eye exam by October 15, 2023.

All students in Kindergarten, 2nd grade, 6th grade, and 9th grade are required to submit proof of a dental examination by May 15, 2024.

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.](#)

PIP CLUB

The **P**arent **I**nvolve**M**ent **P**rogram (PIP) has been a long-standing program at Calvary Academy that grants families \$20 of tuition credit for each hour volunteered in our school and classrooms, up to a maximum of 10 hours per school year per family.

New this year is **PIP Club!** PIP Club is an opportunity for parents to connect together while providing a support system to Calvary Academy teachers, staff, and students. The goal is to create a volunteer community of parents to help plan, recruit, and host the various events, fundraisers, and projects during the school year. We want to engage our parents and offer opportunity for you to get to know each other while utilizing your talents and skills to improve and grow our school! Learn more and volunteer by visiting the PIP CLUB table during Meet the Teacher night on Thursday, August 17.

SAFETY & SECURITY

In March of 2023, Dr. Hinckley issued a letter reminding our parents of the security measures in place at Calvary Academy. [The letter can be found on our website.](#) Calvary Church and its ministries, which includes Calvary Academy and Calvary Day Care are continually evaluating safety procedures and have implemented changes 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 changes.

- All Calvary Church and Calvary Academy staff will wear a staff lanyard indicating they are staff. Calvary Academy Day Care staff now 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 12
Elementary Behavioral Management Plan	page 27
Elementary Cell Phone Policy	page 29
Junior High and High School Behavioral Management.....	page 33
Junior High and High School Cell Phone Policy.....	page 35
Junior High Uniform	page 39
High School Dress Code	page 42

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 \(caspringfield.org\)](#)