

FA101

Tips for New Families at
Foundation Academy
2020-2021



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P.A.W.S . Parent-Teacher Association
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Athletics Booster Club
boosters@foundationacademy.net

Fine Arts League
fineartsleague@foundationacademy.net

Website: FoundationAcademy.net
Office Hours: 7:30 am - 3:30 pm
Summer Office Hours:
8:00 am - 3:00 pm, Monday - Friday

School Campuses

Lakeside: Kindergarten - Grade 1
8464 Winter Garden Vineland Road
Orlando, FL 32836
P: 407.656.3677
F: 407.359.0375

Plant Street: PreK3 - Grade 6
125 East Plant Street
Winter Garden, FL 34787
P: 407.656.3677
F: 407.545.5329

Tilden: Grades 7 - 12
15304 Tilden Road
Winter Garden, FL 34787
P: 407.877.2744
F: 407.877.1985

Campus	School Start	School End	After Care
Lakeside	8:15 am	2:45 pm	3:00 pm - 6:00 pm
Plant Street	8:15 am	2:45 pm	3:00 pm - 6:00 pm
Tilden	7:40 am	3:00 pm	3:30 pm - 6:00 pm

Getting Ready

Before Your First Day at FA

Documents required before the first day of school:

- Copy of immunization on State of FL DH680 form
- School Entry Health Exam Form-DH3040 or equivalent such as the FHSAA sports physical form

New Family Orientation

This event is for new families and serves as a time for you to become familiar with how things are done at FA. This event takes place in the summer but, due to COVID-19, has not yet been scheduled. Please watch for dates in the newsletter and emails.

Back to School Open House Event

This event is for all enrolled Foundation Academy families and students, both returning and new, to come and check out their classes, meet teachers and get great back-to-school information from many departments. Please watch the Newsletter and your email regarding dates for this event. Open house usually takes place 2-3 days before the first day of classes.

Textbooks

Most textbooks are covered by the curriculum and resource fee. For High School AP and Dual Enrollment courses, teachers will provide the information for ordering the appropriate materials during the summer.

School Uniforms

Foundation Academy uses Risse Brothers Uniforms. They have a local store at 1401 Beulah Rd., Suite 116-118, Winter Garden, FL 34787. You can call them for current hours of operation at 407-554-2253. They have our uniform options available in the store. Our PAWS organization also hosts a Used Uniform Sale monthly during the school year on our Plant St. campus. For detailed information on school uniforms, please refer to the Student/Parent Handbook and search "dress code".

The screenshot shows the Foundation Academy website interface. The left sidebar contains a navigation menu with the following items: School (circled in green), School Home, Calendar, Directory, Photo Gallery, Resource Documents (circled in green), Web Forms, Student, and Family. The main content area is titled 'Foundation Academy' and features a search bar. Below the search bar, there is a 'Document Archives' section with a table listing documents. The table has columns for 'Upload Order' and 'Name'. Two documents are listed:

Upload Order	Name	
2	2019-2020 FA Student Handbook1.pdf 2019-2020 Parent/Student Handbook	↓
1	FA - NILD Discovery Policy Handbook 2019-2020.pdf NILD Handbook 2019-2020	↓

Spirit Days

At the Plant Street campus, students participate in Chapel shirt day on Wednesdays. At the Tilden Campus, every Friday is Spirit Day. For details, please refer to the Student/Parent Handbook.

Summer Reading Recommendations

There are summer reading recommendations for elementary through 12th grade, and can be found on our Parent Resources page online.

School Supplies

- **Lakeside and Plant street campus** supply lists are posted during the summer on our Parent Resources page online.
- **Tilden Campus** supply Lists will be available for pick-up at the Welcome Back Open House event.

Class Schedule/Elective Requests

For grades 6 - 12, new families will be contacted by our offices with scheduling instructions and information.

Lockers

Students, grades 6 - 12, will receive their locker assignment and combination with their schedule at the Back to School Open House.

Photo Access ID Cards

Students in grades 7 - 12 are issued an access card with photo ID at the beginning of the school year. Students must have their cards to allow them access to the school buildings between 7:40 am and 3:00 pm. In addition to serving as an identification/access card, it is used for lunch purchases. The photo ID access cards feature each student's school picture and are therefore redistributed each year with the most recent school picture. One yearly ID is covered in tuition. ID's that have been lost or damaged will be replaced at a fee.

Ways to Stay Informed

Official School Emails

Official school emails are sent from communication@foundationacdemy.net and are the main means for communicating important information in a timely manner. All parents/guardians are added to the FA email list based on the information provided in their Family Portal. Visit RenWeb via our website to make updates to your family's profile and make sure you receive those important emails.

The Keystone eNewsletter

The Keystone is our email-based newsletter sent out every Thursday. The Keystone includes school-wide news as well as news specific to each campus. Notices of upcoming school events and reminders are also provided in the e-newsletter. Be sure to subscribe online to make sure you stay up-to-date on the latest news and upcoming events.

RenWeb/FACTS

As an enrolled family, you should have your RenWeb Parent Login information. Students in grades 6 - 12 will use their own student account to access RenWeb (student login information will be provided by IT). Once the school year begins, on RenWeb, you can find up to date information during the year regarding class schedule, class information, homework, attendance, and a family directory. Teacher email addresses are also listed.

Social Media

FA uses several social media sites to help keep families informed about what is happening on campus. The sites are primarily used to provide reminders for upcoming events, photos of students, faculty, and families, student accomplishments, and daily school happenings. Please consider following us:



Ways to Reach Your Student's Teacher

Any questions or concerns regarding your student or what is occurring in the classroom may be handled by reaching out to your student's teacher. You may contact them by email or voicemail. To leave a voicemail, you may call the main school number for your campus and ask to be transferred to a mailbox. To send an email, you may find the teacher's email address through their class page on RenWeb or on the website.

School Calendar

Foundation Academy's calendar is located on the website. This is where you look to find out when school events are and what days school is closed. You can select to filter calendar information by group or campus by using the funnel icon in the upper right hand corner of the calendar. (Athletics games are listed on the calendar, but practice schedules are sent out to the teams by their coaches). The Official Academic Calendar is located under "Parent Resources" on the website.

Athletics and Extra-Curricular Activities

Pre-K through 5th Grade

Pre-K and Kindergarten: flag football, soccer, basketball, baseball

1st - 2nd Grade: flag football, soccer, basketball, baseball, drama, chess club, violin, lego club, STEM club

3rd - 5th Grade: flag football, soccer, basketball, Agility & Resistance Training, volleyball, drama, chess club, violin, lego club, STEM club, National Elementary Honor Society, ACSI Math Olympics, ACSI Spelling Bee

6th through 12th Grade

6th Grade: Agility & Resistance Training, football, soccer, basketball, volleyball, swimming, golf, cross country, cheerleading, softball, baseball, track and field, tennis, drama, chess club, violin, lego club, STEM club, National Junior Honor Society, band, choir, ACSI Math Olympics, ACSI Spelling Bee

7th - 8th Grade: football, soccer, basketball, volleyball, swimming, golf, cross country, cheerleading, softball, baseball, track and field, tennis, band, National Junior Honor Society, Lion's Club, Duke TiP, ACSI Math Olympics, Robotics, ACSI Spelling Bee, Jr. Thespians, drama

9th - 12th Grade: football, soccer, basketball, volleyball, golf, cross country, cheerleading, softball, baseball, boys lacrosse, track and field, tennis, swimming, weightlifting, International Thespian Society, Drama, Robotics, National Honor Society, National Art Honor Society, Student Government, Student Leadership Institute, Christians in Service Club, Math Club, Spanish Club, ASL Club, Fellowship of Christian Athletes.

Activities listed are subject to change.

Please visit the school website and calendar to see sign-up dates as well as official forms necessary for participating in Athletics and Extracurricular events throughout the year.

General FAQs

What should my student wear the first day of school?

Students should wear their regular school uniform on the first day of school. For detailed information on school uniforms, please refer to the Student/Parent Handbook.

At what time will the student be counted tardy?

Students who are not physically seated in class by 7:40 am at Upper School or 8:15 am at Lower School are considered tardy and should report to the main office to obtain a tardy slip before going to class.

What should I do if my student is absent?

For Lower School, please email the homeroom teacher of your student before the official tardy time for absences and late arrivals.

For Upper School, please contact the main office before the official tardy time for absences and late arrivals by emailing attendance@foundationacademy.net.

Pre-arranged absence forms may be picked up from the main office of your campus.

How do I sign my student out during the day?

If you pick up your student before the end of the school day, please go to the main office and sign them out. One of the administrative assistants will contact the classroom and have your student come to the office to meet you.

Does FA offer before or after school care?

Parents may register their students in after school care through FA's Extended Care Program. Extended care is available from 3:30 pm to 6:00 pm. To register, contact the main office. At the Plant Street and Lakeside campuses, complimentary before care is offered beginning at 7:30 am.

Preschool FAQs

Does my student need to be toilet trained?

Yes. All students are expected to be toilet trained by the first day of school.

Does my student need a uniform?

Yes. All Foundation Academy students wear uniforms. Uniforms can be purchased through Risse Brothers uniforms, located at 1401 Beulah Rd. Ste 116-118 in Winter Garden (407.554.2253).

When can I drop off my student in the morning?

Preschool students may be dropped off between 7:30 am and 8:15 am.

Where do I find information sent home by the teachers or school?

Preschool students each have a class folder in which teachers place assignments and announcements for students to take home every Friday. General information from the school is sent out every Thursday via The Keystone, our e-newsletter.

Plant Street FAQs

When can I drop off my student in the morning?

Students may be dropped off between 7:30 am and 8:15 am.

When may I visit my student at school?

Parents are always welcome to eat lunch with their lower school student. Arrangements should be made in advance with the main office.

How do I get my student's homework assignments?

During an absence due to illness exceeding one day, parents may receive homework assignments via renweb or by contacting their teacher via email.

What do students wear for P.E.?

Plant Street students remain in their daily uniform for P.E. Tennis shoes are required.

Tilden FAQs

When can I drop off my student in the morning?

Students may be dropped off anytime between 7:15 am and 7:40 am. Students who arrive between 7:15 am and 7:30 am should remain in the commons area until the building is opened.

How do I get my student's homework assignments?

Renweb allows students and parents to see an overview of lesson plans for the coming week, assignments and grades, and allows access to course outlines and resources provided by the teacher. Teachers may also communicate via email to individual students and parents or to the entire class regarding assignments or announcements pertinent to the class.

What do students wear for P.E.?

Students taking a P.E. class are required to wear a P.E. uniform and are assigned a P.E. locker. Teachers will provide information on the first day of class.

How do I order my student's Chromebook?

Chromebooks are automatically ordered for all new 8th - 12th grade students and will be issued at one of the New Family events or the Open House event at the beginning of the school year, depending on enrollment date.

How does my student register for classes?

Our guidance department contacts newly enrolled students and families with information on choosing courses. Phone and in-person appointments are also available upon request.

How to Get Involved

We Love Family Involvement at FA! Below are our various parent groups that welcome involvement in the areas that are most meaningful to you and your family. Each group offers ongoing volunteer opportunities for parents wanting to get involved on their campus. To get connected with a group, please fill out the New Parent Volunteer Form located on our website.* (Grandparents are welcome to volunteer as well!)

P.A.W.S.

Foundation Academy is blessed with a well-organized parent group, PAWS (Parent Association Working in His Service). The purpose of Foundation Academy's Parent Association is to support the mission and vision of FA by partnering with families, faculty and church in promoting the school's six core values. PAWS hosts several events for students and families throughout the year, the biggest event being the Annual Fall Festival. Any parent looking to get involved is encouraged to fill out the form online or email PAWS@foundationacademy.net.

Athletic Booster Club

Join us in fostering an environment that inspires our athletes, coaches, parents and community that aids in the process of developing "the Heart of A Lion" while building school spirit and cultivating a healthy competitive atmosphere that leads to learning, growth and winning programs. The Booster Club also assists in our largest fundraising event every spring, The Annual Legacy Golf Classic. For more information regarding our boosters, please fill out the form online or email boosters@foundationacademy.net.

Fine Arts League

Foundation Academy is growing the Fine Arts League, the most recent addition to our parent organizations. Joining the Fine Arts League supports all of the Arts and includes special pricing to select events such as recitals, concerts, and drama productions that occur throughout the year. The Fine Arts League also hosts several fundraising opportunities during the year to support the Arts program at FA. For more information regarding our Fine Arts League, please fill out the form online or email fineartsleague@foundationacademy.net

A Culture of Philanthropy at FA

Foundation Academy is a private school and as such, the education of every student is made possible by tuition and philanthropy. As is the case of private schools, tuition and fees do not cover the full cost of educating students, nor does it cover the cost of major improvements or new construction. Since the time of its founding, FA has been able to sustain and enhance its mission and high standards of excellence through generous gifts from families and friends. Although there are many worthwhile charities and causes, FA is one that directly benefits our children and families. Thus, we hope that parents of currently enrolled students will make the school their philanthropic priority.

The Fund for Foundation Academy

The Fund for Foundation Academy is FA's annual giving program. It is the most important fundraising effort at FA. A gift to The Fund supports students and programs, faculty, and staff enrichment. Every family is asked to contribute to The Fund each year at a level that is meaningful to them. Gifts to The Fund are applied across the school's operating budget to fully fund the highest priority needs throughout the campuses and support the people and programs that make our school distinctive. Every dollar contributed means that our students have increased opportunities in athletics, activities, and the arts; and our teachers have the classroom resources they need and increased professional development opportunities. In short, The Fund for Foundation Academy strengthens every aspect of our school - beyond what is possible with tuition alone. Because all gifts are spent in the year they are donated, The Fund must be renewed each year. We ask our families to make The Fund for Foundation Academy their first gift every year.

Ways to Give

Gifts of Cash: Most of the contributions to Foundation Academy are gifts of cash. Gifts of cash can be made on-line at foundationacademy.net/igive using a credit card or by check made payable to Foundation Academy and mailed to our Advancement Office located at the Upper School.

Gifts of Stock: FA gladly accepts gifts of publicly traded stock. Stock gifts can often have significant tax benefits for the donor including both a charitable income tax deduction valued at the time of transfer to the charity as well as possible avoidance of capital gains tax. To make a gift of stock, please contact Luanne Lumpkins for transfer forms and instructions.

Gifts-in-Kind: FA appreciates gifts-in-kind. For example, donations of equipment or musical instruments can often be used by the school. The donor determines the fair market value of the gift through appraisal or market comparisons.

Matching Gifts: Your employer may offer a matching gift program that can leverage your contribution to the school. Please check with your human resources office to confirm if your employer participates in this valuable program.

Foundation Academy's Development Office is responsible for all programs related to The Fund for Foundation Academy; capital, major, and special gifts; planned giving; and gifts-in-kind. The office is also responsible for alumni relations and several community and campus events, as well as PAWS, Boosters, and the Fine Arts League. Contact Director of Development and Family Enrichment, Luanne Lumpkins, with questions.

* *The New Parent Volunteer Form can be found on our website under Admissions, New Family Info.*