



Dear Parkwood Families,

We are thrilled to kick-off the 2024-2025 academic school year with **Meet the Teacher on August 9th @ 10:00am**, followed by the **first day of school on Monday, August 12th**. I am excited to greet familiar faces and make new connections as we anticipate new beginnings this school year.

In preparation for the upcoming school year, I'd like to highlight some important tasks and reminders to ensure a successful year for all students. At Parkwood Prep, we are committed to providing a strong academic foundation while nurturing students in their spiritual, academic, emotional and social development. It is the productive partnership with you that ensures each student can achieve his and her highest potential. To support each individual through their academic journey, we ask that you:

- ensure your child attends school daily and arrives on time, ready to learn
- provide your child with adequate rest and nutrition
- help guide your child with their assigned homework to develop a love of learning and to improve his/her academic skills
- provide a consistent space for your child to complete assigned homework
- communicate with the teacher to understand the needs your child requires
- regularly check your child's folder and school work to monitor his/her progress
- support the rules and policies in the Parkwood Prep Student Code of Conduct
- download and review all attached documents (start with "Welcome Back to School Newsletter")

Feel free to email me at [abby\\_p@parkwoodprep.org](mailto:abby_p@parkwoodprep.org) if you have any questions or concerns. I am honored to serve as your Principal for another fantastic year at Parkwood Prep, and I look forward to all of the amazing things we will accomplish together. Let's make this a year to remember!

Sincerely,

Abby Prescott  
Principal



# PARKWOOD PREPARATORY SCHOOL

## Welcome back to school!

### HOURS OF OPERATION

#### Before care: 7am - 9am

Student drop-off: 9am - 9:15am

#### School hours: 9am - 3pm

Student pick-up: 3pm - 3:15pm

#### After care: 3:15pm - 6pm

### UPCOMING DATES

#### Meet The Teacher

Friday, Aug 9th @ 10am

#### First day of school

Monday, Aug 12th

#### NO SCHOOL

Labor Day, Sep 2nd

#### Early Release

Wednesday, Sep 25th @ 12pm

*\*Download the DCPS 24-25 Calendar for scheduled holidays, teacher planning days, weather days, and Early Release Wednesdays*

Greetings all,

I hope you are having a wonderful summer and are excited to kick-off the 2024-2025 school year strong! There is so much to cover before the school year starts, and I want to prepare you while we count down to the first day of school. Please review all items and forward any questions to me via email: [abby\\_p@parkwoodprep.org](mailto:abby_p@parkwoodprep.org).

- Abby Prescott, Principal

**Student enrollment** - Please provide a copy of student's birth certificate, current immunizations, and health records at the start of school.

Administration must receive these documents by August 16th for the student to return back to school on August 19th.

**Scholarship, tuition, and fees** - Check your email quarterly to digitally sign for the school to receive funds. You may be responsible for additional fees not covered by the SUFS scholarship(s). Payment for additional tuition and fees is available online via school website ([www.parkwood.school](http://www.parkwood.school)) and on the Gradelink desktop website (not available on the mobile app).

**Before and After care** - Parkwood Prep offers extended school care for students in all grade levels who need care beyond the normal school hours. Please email [weecspeed@gmail.com](mailto:weecspeed@gmail.com) to request extended care for an additional fee. **Fees will also be assessed if a student is not on the extended care list and is picked up after 3:15pm.**

**Student attendance** - Students are expected to arrive at school on time. Any student arriving after 9:15am must be checked-in at the Church Office and is considered tardy. Five (5) tardies is equal to one (1) unexcused absence. Five (5) unexcused absences will result in a parent meeting and scholarship risk. Students may be picked up for early dismissal at the Church Office BEFORE 2:30PM; **early dismissal will be denied between 2:30pm -3:00pm at which point authorized adults are required to wait to pick up the student until school is released at 3pm.**

**School visitors** - If you plan to visit your child for lunch or have a meeting at the school, please check-in/check-out at the Church Office and wear a visitor badge.

**Additional information** - please download and review the additional documents from the 'Welcome Back' email:

- School Uniform & Dress Code Policy
- Student Health & Illness Policy
- School Supply List for K-7
- Parkwood Prep Student Code of Conduct



**Parkwood Prep uses ClassDojo to communicate with families!**

Follow us on Facebook and Instagram for other announcements and the latest information. Feel free to send an email for other questions or concerns.

- [facebook.com/parkwoodprep](https://facebook.com/parkwoodprep)
- [instagram.com/parkwood\\_prep](https://instagram.com/parkwood_prep)
- [abby\\_p@parkwoodprep.org](mailto:abby_p@parkwoodprep.org)



# PARKWOOD PREPARATORY SCHOOL

## School Uniform & Dress Code Policy

**We dress for success at Parkwood Prep School!** Wearing the correct school uniform is an important part of being a student at our school, promoting a sense of identity and creating a positive and focused learning environment. The appearance of all Kindergarten through 7th Grade students reflects the Parkwood Prep School culture and the high standards we hold ourselves to.

### TOPS

#### **Polos, T-shirts, Blouses with short or long-sleeves from any retailer**

Acceptable colors (must be single-solid):

- White, light blue, navy blue, red, black, gray

### BOTTOMS

#### **Pants, Shorts, Skirts, Dresses from any retailer**

Acceptable colors (must be single-solid):

- Black, dark blue, blue jeans, khaki (tan), khaki (olive)

### SHOES

#### **Any shoes with heel straps from any retailer; No flip-flops or Crocs**

Reminder: all students are walking up- and down-stairs every day they are at school; please be mindful of their safety and comfort

**Students are expected to arrive at school in uniform attire.** If a student is dropped off without appropriate uniform clothes, the parents will be contacted to bring them a proper uniform.

- All clothing must be single-solid colors without rips, tears, stripes, or patterns
- Any Parkwood apparel is acceptable school uniform attire
- Uniforms are optional for Special Occasions (student birthday, classroom holiday party, dress up days and special events)
- All clothing must meet the minimum requirements for DCPS standard Dress Code.

## DRESS DOWN WEDNESDAYS

Students can dress down every Wednesday for \$1 (or more)! Teachers will collect cash from participating students at the beginning of the school day.



# PARKWOOD PREPARATORY SCHOOL

## School Supply List for K-7

**Bring all school supplies to Meet The Teacher orientation on Friday, August 9th at 10:00am!** Each student should also have a standard sized backpack, lunchbox, and reusable water bottle all labeled with his or her name to be brought to school every day. *(Note: students must bring their own food to school; water fountains are accessible for students to refill water bottles throughout the day).*

**Elementary classrooms - 3rd floor**  
**Middle school classrooms - 2nd floor**

### Lower Elementary (Kindergarten)

- 1 Primary Journal (Creative Story Tablet)
- 1 box of ziploc bags (any size)
- 2 24 pack of crayons
- 1 pack of dry erase markers (fine tip)
- 1 box of tissues
- 1 roll of paper towels
- 3 containers of disinfecting wipes
- 1 hand sanitizer w/ pump (8 or 24 fl oz)
- 1 package of baby wipes
- 1 set of wired headphones (labeled w/ student's name)
- 1 pack of washable markers
- 1 pencil box
- Change of clothing (labeled with your child's name in a gallon bag)

### Lower Elementary (Grades 1-2)

- 1 Primary Journal (Creative Story Tablet)
- 1 binder (3 ring, one-inch thick)
- 3 plastic folders with prongs and pockets (red, green, blue)
- 1 pack of Ticonderoga pencils
- 1 pack of colored pencils (24)
- 1 pack of fine tip dry erase markers
- 1 pack of washable markers
- 1 pack of erasers (block)
- 1 box of tissues
- 1 roll of paper towels
- 2 containers of disinfecting wipes
- 1 hand sanitizer w/ pump (8 or 24 fl oz)
- 1 set of wired headphones (labeled w/ student's name)
- 1 pencil box

### Upper Elementary (Grades 3-5)

- 1 binder (3 ring, one-inch thick)
- 3- 1 subject spiral notebooks (wide ruled)
- 1 pack of 4x6 and 3x5 index cards
- 4 plastic folders with prongs and pockets (yellow, blue, red, green)
- 1 pack of colored pencils (24)
- 1 pack of fine tip dry erase markers
- 1 pack of skinny washable markers
- 1 pack of highlighters
- 1 pack of erasers (block or caps)
- 1 box of tissues
- 1 roll of paper towels
- 2 containers of disinfecting wipes
- 1 hand sanitizer w/ pump (8 or 24 fl oz)
- 1 box of ziploc bags (any size)
- 1 pack of notebook dividers
- 1 set of wired headphones (labeled w/ student's name)
- 1 pencil box

### Middle School (Grades 6-7)

- 3- 1 subject spiral notebook
- 1 binder (3 ring, one-inch thick)
- 2 packs of wide-ruled paper
- 1 pack of graph paper
- 4 plastic folders with prongs and pockets (red, orange, green, blue)
- 1 pack of Ticonderoga pencils
- 1 pack of colored pencils
- 1 pack of fine tip dry erase markers
- 1 pack of highlighters
- 1 pack of erasers (block or caps)
- 1 box of tissues
- 1 roll of paper towels
- 2 containers of disinfecting wipes
- 1 hand sanitizer w/ pump (8 or 24 fl oz)
- 1 box of ziploc bags (sandwich or gallon)
- 1 set of wired headphones (labeled w/ student's name)



# PARKWOOD PREPARATORY SCHOOL

## Student Health & Illness Policy

The purpose of this policy is to ensure the health, safety, and well-being of our students while also minimizing the disruption to the educational process.

Florida Law and the Department of Education requires all students to provide documentation of (1) immunization records, (2) a health examination form completed by your child's pediatrician, and (3) a copy of the birth certificate before the school year begins. **Please provide a copy of each listed document by August 16, 2024 in order for your child to return to school on August 19, 2024.**

**A student who is showing signs of illness or running a fever should be kept at home.** When the school determines a student sick, parents will be contacted and **MUST** pick up their child within 45 minutes of notification. Failure to pick up a sick student within this time frame may result in a late fee. Parkwood staff has full discretion as to a student's ability to remain on campus.



**Stay at home if your child has any of the following symptoms:**

Fever above 100°F, vomiting, diarrhea, rash, eye discharge, and/or other general symptoms of onset illness



**Return to school when your child is symptom-free for 24 hours without medication.** If any student has been absent for 3 or more consecutive days, you must provide a physician's note exempting his or her absence from school.