



2023-2024
Mandatory Parent
Session



Online Platform

www.deeperrootacademy.org

(News You Can Use under Parents Tab)
(Fan Shop)

Tuition Management System ProCare

Remind 101: text **@dra2** to **81010**



Deeper Root Academy

"Sustaining Life For Our Tomorrow"

At Deeper Root Academy you can expect:

Smaller Class Sizes

Biblical Principles

Character Education

Incorporation of the Multiple Intelligences

Alternative Assessment Methods

Technology

Hands-on-Activities

Real World Application

Performing Arts





Deeper Root Academy

"Sustaining Life For Our Tomorrow"

Special Areas Include:

Art - Mondays

Computer Science - Tuesdays

Chapel/Music - Wednesdays

Art - Thursdays

P. E. - Fridays





Field Trips

Infant/ Toddler Infant/ K1/K2/K3	VPK	KG/1st	2 nd /3 rd	4th	5th	6 th /7 th /8 th
On campus play day	Gaylord ICE	Gaylord ICE	Gaylord ICE	Gaylord ICE	Gaylord ICE	Gaylord ICE
Fire Safety Program (on campus)	Orlando Shakespeare Theater	Orlando Shakespeare Theater	Orlando Shakespeare Theater	St. Augustine	Courthouse	Courthouse

Field Trips are subject to change.

Additional information and/or changes will be communicated.



Field Trips

Volunteers are welcomed!

All volunteers on and off campus will need to complete:

- Good Character Affidavit

Available at Front Office



Fundraisers

- Vertical Raise
- Dance-A-Thon
- Spirit Night
- Gala 10th Birthday
(March 9th)



Events

- Open House
- Parent Workshops
- Red Ribbon Week
- Cancer Awareness Program
- Pajama Jam
- Fall Festival
- Veteran's Service Program
- Winter Holiday Program
- National School Choice Week
- Family Game Night (Spirit Night)
- Kid's Night Out/Parent's Night Off
- Black History Celebration
- Birthday Gala



Hours of Operation

School Dates:

August 14, 2023 – July 26, 2024 Preschool
August 14, 2023 – May 24, 2024 VPK-8th Grade

School Hours:

Preschool

7:00 AM – 6:00 PM

VPK – 8th grades

Monday – Friday 8:15 am – 3:15 pm

Wednesday Early Release 2:15 pm

Office Hours:

8:00 am – 4:00 pm

Optional Before & After School Care (VPK-8th grades):

7:00am – 8:00am and 3:15pm – 6:00pm



VPK

School Readiness

VPK is a 10-month program

Same schedule as K-8th grade school

Cost Breakdown:

State award is 3 hours per day
w/Voucher (\$3,642.30 credit) \$4,857.70

School Hours 8:15am – 3:15pm



Before/After “Owl” Care

	Monthly	Weekly
Registration Fee	\$14.00	
After Only	\$240.00	\$60.00
Before Only	\$60.00	\$15.00
Before/After	\$280.00	\$70.00

2nd Child Discount: 10%

3rd Child Discount: 30%

4th or more Child Discount: 50%

Please sign up if interested



National School Lunch Program

Breakfast

Monday – Friday ends promptly at 8:15am

Lunch

Served daily

Menus on website

both require 100% participation

*****Documentation Is Required September*****



Attendance Policy

It is expected that students will attend school regularly and arrive **on time**.

Students should **not** be absent more than 10 days within a three-month period.

This includes absences that result from tardies.

5 Tardies= 1 unexcused absence.

If it becomes necessary for your child to take a leave of absence, tuition must continue to be paid in full to reserve his/her place in the class.



Drop Off Policy

Students should arrive no later than 8:15 AM.

- Check-in with a Parent/Guardian is **required after 8:30 AM**
(Tardy pass needed);

5 tardies = 1 unexcused absence. Tardy passes are issued after checking in at the school office.

- Parents of Pre-K students, please park in designated area and walk your child into the building.

Before Care and ALL VPK – 8th grade students should come to the front office (Event Center).

A staff member (s) will be on post in the front area to assist with drop off at 8AM.



Drop Off Policy

- **In non-emergency situations:**
 - Please give the school a courtesy call if your child will be absent or arriving late. Preschool students are not admitted after lunch service.
 - Extended day services are available from 7:00am – 8:00am and 3:15pm – 6:00pm.
 - Families with students arriving before 8:00AM and not enrolled in Before Care, will be charged \$5 per day/per child and required to enroll in the before school care program.



Pick Up Policy

The school day ends at **3:15 PM**. (early pick up cutoff 2:45 must sign out)

- If your child is not enrolled in aftercare and is not picked up by 3:30, you will be charged an extended care fee of \$5 per 15 minutes of after care services and required to enroll in the after-school enrichment program.
- **NO CHILD WILL BE RELEASED TO ANY PERSON NOT ON THE AUTHORIZED PICK-UP LIST AND WHO FAILS TO SHOW PROPER PHOTO IDENTIFICATION.**
- Additional pick-up persons must be added in writing and signed by the parent or legal guardian; verbal authorization is not acceptable. Written notices must be submitted to the front office. Be sure to notify us of a change submission.
- No child will be released to a minor (persons under 18 years of age).



Payment Policy

you will realize the benefits of using **ProCare** for your tuition payment plan:

1. **Payment Dates:** You may choose either the 5th or the 20th of each month as your payment date. Automatic payments can be made from a checking or savings account or from a variety of credit cards, if applicable
2. **Convenience & Security:** Along with multiple payment plan options, your payments are processed securely through a bank-to-bank transaction.
3. **Consumer Account:** You may check your personal account or make payments online from the convenience of your home or office anytime.



Withdrawal Policy

WITHDRAWAL OR ABSENCE FOR MEDICAL AND HARDSHIP REASONS

50% of the unused annual tuition balance may be waived, provided the student's injury, sickness, mental health or financial hardship forces the student to withdraw from school or medical absence lasts for 31 or more consecutive days.

***Documentation will be required.



Withdrawal Policy

WITHDRAWAL FOR OTHER THAN MEDICAL REASONS

(Examples include relocation, change of objective, and voluntary withdrawals.)

25% of the annual tuition balance may be waived, provided the student has withdrawn from school after attending more than fourteen consecutive calendar days beginning with the student's first class day of attendance in the academic year. A two week notice in writing is required and the full remaining balance will be due upon its receipt to Administration. Failure to withdraw without providing notice will result in the remaining balance being due immediately. Student records will not be released until all financial obligations have been satisfied.

*If it becomes necessary for your child to take a leave of absence, tuition must continue to be paid in full to reserve his/her place in the class



Questions?

Submit through the Remind App



Parent/Teacher Communication

- Parents and teachers will communicate through Daily Binders completed by the teacher and sent home in your child's backpack. Emails are also permitted along with communication through additional apps. **We will use a communication system through Procure.**
- Please address any concerns you have with your child's teacher through the Daily Binder, email, other communication apps or request a conference.
- During the school day, you may leave messages for your child's teacher through the office. Please be advised that teachers will be able to return calls **after** the school day ends.
- If it becomes necessary to meet with the teacher or director to discuss major concerns, please make an appointment through the School Office.



Cell Phone Usage Policy

We recognize that cell phones have become a common tool for communication. However, they have also become a major distraction to the learning environment and are vulnerable to theft. We ask that you allow your child to carry a cell phone only if absolutely necessary. **Students are allowed to carry cell phones to school. However, phones must be turned off and stored out of sight during school hours. Phones may not be used to talk, take pictures, play games, record or text during school hours, including recess and After Care. Parent permission to carry a phone must be on file in the school office.** This form will be provided during the first week of school. NO CELL PHONES will be allowed until forms have been completed. If a student violates the cell phone policy, they will have the following consequences:

First Infraction-Students will have their cell phone taken away and returned at the end of the day.

Second Infraction-Students will have their cell phone taken and locked up in the office until a parent can come to school to retrieve it.

Third Infraction-Students will no longer be allowed to bring a cell phone to school until a parent conference with the principal is held.



Disciplinary Action Policy

Classroom Discipline Plan

1. Positive Reinforcement
2. Redirection
3. Reflection Time/Self Evaluation
4. Removal of Privileges
5. Parent/Teacher conference requested
6. Sent to Office

Director Intervention Procedures

1. Written Warning requesting Director, Teacher, Parent conference in order to establish a Behavior Improvement Plan
2. In-School Suspension
3. Sent Home for 1 Day *(includes date of incident if sent home prior to 12:00pm)*
4. Sent Home for 3 Days
5. Sent Home for 5/10 Days
6. Expulsion

****Please refer to Student Code of Conduct****



Health/Medication Policy

- NO Medications will be dispensed by the Staff. Please make arrangements to administer your child's medication before or after school.
- Any child with an elevated temperature over 100 degrees must be picked up immediately.
- Any child suspected of having flu-like symptoms, COVID-19, measles, pink eye, chicken pox, lice or any other contagious, communicable or infectious disease or virus which includes vomiting or 2 incidents of diarrhea must be picked up immediately.
- Children sent home with above mentioned symptoms must present a doctor's note or be free from all symptoms for 24 hours to be re-admitted.
- NO CHILD WILL BE ADMITTED WITH A FEVER.
- In the event of a minor injury, an incident report will be completed for your signature when you Pick-up your child.



Uniform Policy

Deeper Root Academy believes a safe and disciplined learning environment is the first requirement of a high performing school. The implementation of school uniforms will help minimize disruptive behavior, promote respect for oneself and others, build school/community spirit, and, more significantly, help to maintain high academic standards.

In addition to being required to wear school uniforms, all students are to be groomed and dressed appropriately for school and school activities. A student's dress and/or appearance shall:

1. Support, not disrupt, the learning environment
2. Constitute no threat to health or safety
3. Be tasteful and unable to be construed as provocative or obscene
4. Reflect practices of good hygiene and cleanliness

First Offense: Students shall be informed that they have violated the policy. They shall be given the opportunity to call a parent/guardian to bring clothes.

Second Offense: A second infraction of the policy may be considered as defiance. In addition to calling a parent/guardian to bring clothes, a parent/guardian conference may be held.

Third (and additional) Offenses: A third or additional infraction of the policy will result in disciplinary action up to in-school suspension.

Disciplinary action may vary when a student has a record of other student conduct violations during the current school year. Students who do not comply with the School Uniform and Appearance Policy also may be excluded from participating in certain school programs and activities.



Uniform Policy

Uniforms are **MANDATORY**.



Fan Shop Thursdays

P.E. Uniforms are available for Friday uniform in youth sizes!

Please Label your child's clothing.

Owl's Den (uniform resale)

Infant/Toddler thru Preschool must have an extra change of clothes.

Be sure to include extra socks.

*****Uniform Policy will be enforced beginning Tues. Sept. 5th***



Parent Expectations

•Be Responsible

- **supervise** completion of homework
- send your student to school every day, **ready** to learn
 - well groomed
 - properly nourished
 - appropriately dressed
 - with all the necessary school materials
- ensure your child attends school regularly and **on time**

•Communicate

- attend conferences
- comment on the student's progress
- **review and sign** daily binder

•Participate

- Show **Interest**
- **Inquire** about your child's day at school
- volunteer and participate with **at least 2** activities



Meet The Teacher



Thursday, August 10th

5:00 – 7:00 PM

Enrollment Checklist

- ✓ Completed application for New Students/ Application Fee
- ✓ Completed Campus Tour
- ✓ Annual Enrollment due by August 7th
- ✓ Updated and/or uploaded Birth Certificate, physical and immunization records
- ✓ Submitted any Scholarship Award I.D./ VPK Voucher
- ✓ Previous school documentation and referral (new students)
- ✓ Log In/Set up/Update ProCare Account
- ✓ Enrolled in Remind 101 app
- ✓ Pick-up Authorization Form
- ✓ Lunch Program Form
- ✓ Student Activity Fees due September 1st



To Do List

•Remind 101

- Get reminders from DRA instantly by subscribing text [@dra2](https://www.remind.com/@dra2) to **81010**
- Or go online at www.remind.com and join using the school code: dra2

•Agreements (handbook, beliefs, appearance, payment, photo)

•Scholarship Award ID (Step Up, FES- UA (McKay/Gardiner), Hope, AAA, FES-EO, FES-FTC, VPK Voucher)

•Annual Enrollment/Application Fees

•Uniforms (Tuesday, July 25th and August 8th 5 – 7PM)

•Parent Involvement Committee

•Before/After Care (After “Owl” Enrichment)



Cost Breakdown

**If participating in Step Up for Students Scholarship Program
FES-EO, FES-UA, FES-FTC, Hope, Reading
Please approve all fees in the EMA System.**

**You will not be responsible for ALL fees shown
Your actual billing will come from ProCare**

Please be sure to click Approve.



Questions?

Submit through the Remind App



Thank you for joining our family!