

**Horizon Academy
2023-24
General Information**

Parent Information Night via Zoom on *Monday, August 14 @ 6:30 - 7:30 p.m.*

All parents are expected to attend this meeting, where we will share valuable school-year information.

ARRIVAL AND DEPARTURE ROUTINES

Arrival Times:

Early Care: 7:30 a.m. - 7:50 a.m. \$5 per day fee..

All Students Arrive: at 7:50 a.m. Bell rings at 8:00, after which a student is tardy.

Your student's teacher will reach out to you before the start of the school year so you know your arrival/departure location before the first day of school.

Wednesdays will be late arrival days, starting August 23. Student arrival time is between **8:50 to 8:55 a.m. every Wednesday.**

Early Care begins at 7:30 a.m. (with the applicable fee for 7:30 - 7:55 a.m. care).

Before Care (7:55 - 8:50 a.m.) will be available at no additional charge. Students can select between a designated quiet zone or an active zone (gym).

Departure Times:

- **All students depart at 3:10 p.m.; students not picked up by 3:25 p.m. will go to Homework Club and will be charged unless other arrangements have been made.**
- **After-School Clubs:** 3:10 p.m. - 4:30 p.m. Additional fees apply. **Students not picked up by 4:30 p.m. will go to Extended Care and will be charged unless other arrangements have been made.**
- **Extended Care:** 4:30 p.m. - 5:00 p.m. Additional fee applies.
- **There is no parking in the lot to the right at the end of the front circle drive.** This is Children's Garden drop-off and pick-up zone only.
- **Cars will only be allowed to turn right into the front circle drive and the east parking lot.** If you try to turn left while heading east, it causes traffic issues. *Please do not block the entrance of the east parking lot as you wait to enter the front circle drive.*
- Students will not be allowed to cross the drive to enter vehicles. Please pull up to the right-hand curb only on the front circle drive. In the east parking lot, students will enter/exit their vehicles from the right side of the vehicles on the sidewalk.
- **Please drive slowly in both the circle drive and the east parking lot for the safety of our students.**
- **CARPOOLS:** *To coordinate a carpool arrival and departure location, please contact the Front Office.*

Pull your car in line at your designated departure location and wait for your student.

Please remain in your vehicle. Our dismissal ends at 3:20 p.m. We appreciate your prompt arrival.

Arrival and departure times should be carefully respected to provide the faculty with time to do the necessary planning for each student. (See Early Care and Extended Care, if needed).

Students can register for the **After-School Clubs** (quarterly) scheduled from 3:10 p.m. - 4:30 p.m. **Extended Care** is available from 4:30 p.m. - 5:00 p.m. for students after their club dismisses. Additional fees are associated with After-School Clubs and Extended Care.

Early Care arrival, After-School Clubs, and Extended Care departures will occur through the front drive and main entrance.

COMMUNICATION

Please be on the lookout for the electronic **Friday Newsletter** every Friday during the school year. This communication will provide you with details on happenings at the school, calendar updates, reminders, weekly SOAR award winners, and links for After-School Club sign-ups and school events, among many other important details. It is a short read full of what you need to know as a parent at Horizon Academy.

Please check the website for updates to the calendar. <https://horizon-academy.org/about-us/calendar/>

NEW!! PARENT VIRTUAL EDUCATION SERIES from 6:30 p.m. to 7:30 p.m. / MARK YOUR CALENDAR

- ***New parents are expected to attend. Returning parents are welcome and encouraged to attend.***
 - **#1 - Parents as Partners: August 24**
 - **#2 - The Orton Gillingham Approach and The Writing Revolution Approach: September 7**
 - **#3 - The Multisensory Math Approach and Executive Functioning: September 21**
 - **#4 - Individualized Learning Plan (ILP) vs. Individualized Education Plan (IEP) & Testing: October 5**
 - **#5 - Transition Planning: October 26**
 - **#6 - Healthy Technology Habits; Starting the Conversation: November 9**

DRESS CODE / UNIFORM POLICY

In keeping with the educational purpose of Horizon Academy, students are expected to dress and groom themselves appropriately. Each student is expected to keep his or her person and clothing clean and neat. Clothes should be appropriately sized. The following rules will be enforced for all students.

All students must dress according to Horizon Academy policies.

Students may wear unembellished bottoms of their choice.

- Pants, jeans, shorts, skirts, skorts, jumpers, and joggers are permitted--**solid colors only**.
- Flared yoga pants OR leggings may be worn in **navy or black**.
- Clothing should be without embellishments or rips/tears and fully covering the backside.
- Shorts, skirts, or skorts may NOT be "rolled down" at the waist.
- The length of shorts and/or skirts must be equal to or longer than the fingertip of the individual while standing in a relaxed position.
- **Your student may wear sweatpants or athletic shorts, but they must have the Horizon Academy logo. Upper School students (6-9) may wear flannel pajama bottoms as noted below (6-9).**

Please label all shirts, jackets, etc. with your student's name.

SHIRTS

- **NAVY, RED, CHARCOAL GRAY**

- MUST have the Horizon Academy logo. Source: <https://horizonacademy.itemorder.com/sale>

SWEATSHIRTS, HOODIES, and ¼ ZIP SWEATSHIRTS

- **CHARCOAL GRAY, NAVY, or RED**

- MUST have the Horizon Academy logo. Source: <https://horizonacademy.itemorder.com/sale>

SWEATPANTS

- **CHARCOAL GRAY or BLACK**

- MUST have the Horizon Academy logo. Source: <https://horizonacademy.itemorder.com/sale>

ATHLETIC SHORTS

- **CHARCOAL GRAY OR NAVY**

- MUST have the Horizon Academy logo. Source: <https://horizonacademy.itemorder.com/sale>

FLANNEL PAJAMA BOTTOMS (UPPER SCHOOL ONLY)

- **RED OR NAVY**

- MUST have the Horizon Academy logo. Source: <https://horizonacademy.itemorder.com/sale>

SHOES

- Shoes must be worn at all times and may include, but are not limited to, tennis shoes, loafers, moccasins, and closed-toe sandals. No flip-flops or swim shoes. Tennis shoes **must** be worn for P.E. class.

COATS AND HEADWEAR

- Coats and hats are only permitted when entering or exiting the building and must be placed in lockers before entering classrooms.

COLD WEATHER EXPECTATIONS

- On cold days, students will be expected to wear the appropriate outerwear and must wear long pants or leg coverings. Students may wear sweatshirts or hoodies with the Horizon Academy logo. No exceptions.

FAMILY DAYS provide students the opportunity to wear their school-supplied **FAMILY t-shirt**. Parents will be notified in advance of these days.

On **FRIDAYS**, students may wear their school-supplied **FAMILY t-shirt** OR any other Horizon Academy t-shirt.

SPIRIT DAYS (Theme Days) are non-uniform days; however, student dress must be appropriate and tasteful. Skirts and shorts should not be higher than 2 inches above the knee, shirts long enough to cover navel, and no spaghetti strap shirts. Parents will be notified in advance of these days.

GROOMING

- Hair must be kept clean and appropriate for school; it must be kept out of the eyes.
- Extremes in grooming are not allowed.
- **Make-up and jewelry** should be appropriate for a positive learning environment.
- **Perfumes** - Students should refrain from wearing strong-scented products, including but not limited to colognes, after-shave lotions, perfumes, deodorants, body/face lotions, and/or hair sprays. These products should be left at home.

If a student violates the dress code expectations, he or she will be sent to the office and provided an appropriate alternative which must be returned by the end of the school day. If this is a recurring event, a conference may be scheduled.

TRANSMISSIBLE DISEASE PROTOCOLS AND FACEMASKS

Following consultation and advice from state and local public health professionals, Horizon Academy has observed procedures and protocols to help prevent the spread of COVID-19 and other transmissible diseases which have allowed us to remain in-person and learning. Should the Johnson County Health Department and/or CDC recommend a shift in protocol during the *2023-24 School Year Program for any health related reason*, we will let you know. ***This may mean*** that all faculty and students could potentially shift to wearing a facemask as they enter and exit the building, as well as during the school day. Students may also be asked to use hand sanitizer as they enter and exit the building and/or have their temperature taken upon arrival.

Please do not send your student if they are sick, displaying symptoms, or have experienced direct exposure to COVID or other highly transmissible diseases. Should a student arrive with a fever or symptoms, the student will be sent home.

2023-2024 STUDENT SUPPLY LIST

Personal Use Supplies

***Items to be labeled with student's first and last name**

- **Backpack*** *Please place the below items in the backpack for the first day of school*
- **Water bottle***
- **Back-up medication in original prescription bottle (if applicable)**
- **Dress code approved fleece jacket or sweatshirt to leave in the classroom***
- **Gym shoes, if not worn daily**

- **(1) plastic shoe box* (less than 14" long)**

Please place the below items in the plastic shoe box:

- **(1) headphones**
https://smile.amazon.com/BestGot-Headphones-Microphone-Foldable-Removable/dp/B01KQRIWZ6/ref=sr_1_3?dchild
- **(3) 12-pack Dixon Ticonderoga pre-sharpened #2 pencils***
- **(1) pair of developmentally appropriate scissors* (Adult size for gr. 6-9)**
- **(2) 4-pack black FINE Expo Dry Erase Markers***
- **(1) 10-pack thin washable markers***
- **(1) 10-pack thick washable markers***
- **(1) 24-pack colored pencils***
- **(1) 24-pack crayons * (Grades 1-3 only)**
- **(3) 100-pack 3"x5" white blank index cards***
- **(1) 4-pack highlighters (4 colors)***
- **(1) 6-pack BLACK ballpoint pens (no click)* (Grades 4-12 only)**

Additional Supplies:

- **(2) 3-pack (large) Clorox wipes**
- **(3) boxes of tissues**
- **(1) pack of 150 or more paper napkins**
- **(1) box of 100 or more heavy duty plastic forks**
- **(1) box of 100 or more heavy duty plastic spoons**
- **(1) pack of 50 heavy duty sheet protectors**

Your classroom teacher may communicate any additional supplies needed for your student.