



Hello Families!

While I suspect it hasn't been like summers in the past, I hope that all of our families have had the opportunity to rest, relax, and rejuvenate the past 2 months. We have missed you all very much.

In this packet, you will find lots of very important information. Please take the time to review each handout as well as read over the pertinent dates and instructions included in this letter.

On Monday, August 10, we will release an orientation video that will replace our usual in-person parent orientation. The video will address general start of school information. Prior to this video, you will be receiving a detailed communication regarding the school's guidelines and procedures concerning our response to COVID-19. If after receiving either of these communications you have questions or concerns, please do not hesitate to contact the school.

Student orientations will also look different this year.

- **Returning students** in grades 2-12 will have a drive-by drop-off of supplies on Thursday, August 13 from 9:00-2:00. All supplies should be placed in the trunk or rear of the vehicle. Once pulled up to the designated space, a staff member will unload your student's supplies and deliver them to the appropriate classroom. No parent or student will be allowed in the building at this time.
- On Thursday, August 13, **new students** and all students entering grades K and 1 will be allowed to go to their classrooms, accompanied by one parent or adult. We will stagger the times as follows:
 - 10:00-10:45 a.m. **K** students whose last name begins with **A-L**
 - 11:00-11:45 a.m. **K** students whose last name begins with **M-Z**

 - 10:00-10:45 a.m. **1st** grade students whose last name begins with **A-K**
 - 11:00-11:45 a.m. **1st** grade students whose last name begins with **L-Z**

 - 1:00-1:45 p.m. **2nd–12th** grade **NEW** students whose last name begins with **A-Me**
 - 2:00-2:45 p.m. **2nd–12th** grade **NEW** students whose last name begins with **Mi-Z**

Medications **should** also be dropped off on Thursday, August 13. **We will have a designated tent in the parking lot to collect any medications** that students will or might need during the school day. This includes daily and emergency/as needed medications. A completed "Permission to Administer Medication" form must accompany each medication. One copy is included in this packet. Additional copies will be available upon request.

Enclosed are important documents that all parents **MUST** fill out and return **on or before Friday, August 14**, the first day of school. You may snail-mail them, scan and email them to Alison Portale (aportale@summit-acaemy.org), or bring them when you drop off school supplies on August 13.

For all students, a current **Immunization Certificate** (if not already on file) must be turned in by the first day of classes. Medical examination forms are required for all **first graders, sixth graders and new students**. Kentucky law requires that all **incoming sixth graders** must have proof of MMRI for the current year. Please see the enclosed announcement regarding changes to the state's immunization requirements.

Lastly, you will find in this packet, information regarding accessing the password-protected portion of our website. This private area is where you can view the School Directory, class groupings and, as the year progresses, information about your student's progress and attendance. **Please keep your User ID and Password in a safe place!** After you log in, you can change your password if you wish.

If you have questions about anything included in this letter or packet, please contact the school at 244-7090. Have a wonderful rest of your summer and we will see you all soon!

Sincerely,



Rebecca Hoffmann

Principal