



In The Know

Collegedale Academy

July 13, 2021

4820 University Drive
Collegedale, TN 37315

collegedaleacademy.com Phone: 423-396-2122

We are a Seventh-day Adventist school established to educate, equip, and inspire students to be critical thinkers who serve others and reflect Christ's character.

CA New Student Registration

Monday, August 2nd

- Elementary and Middle 3:00 – 6:00 pm
- High School 1:00 – 6:00 pm
- Registration is in each respective building.
- Registration is for NEW STUDENTS ONLY, if you have been cleared through business office you do not need to attend.

Uniform Re-sale Shop

This is the last year AWS and CAMS logo uniforms can be worn.

- Uniform DROP-OFF July 22nd 3-6 pm
- Uniform RE-SALE August 2nd 3-6 pm.
- Park at lower church parking lot come up sidewalk to back of building. Follow Signs

Forms Needed for New Students

Due by Registration

- Copy of BIRTH CERTIFICATE (English translated and notarized for out of country certificates)
- IMMUNIZATION RECORD (TN Certified)
- Proof of a PHYSICAL within the last year



Calendar

July 22

Uniform drop-off 3-6

August 2

Registration Day 3-6

Uniform Sale 3-6

August 5

First Day of School

ECEC & K Girls

Phase in 8-11 am

August 6

ECEC & K Boys

Phase in 8-11 am

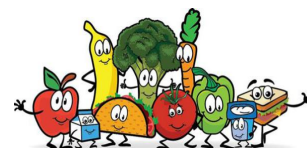
August 8

New Parent Orientation 4-5 pm

Ice Cream Social 5-6 pm

August 12

Meet the Teachers 5-6 pm



Lunch Menu

Week of August 2-5

Monday: No School

Tuesday: No School

Wednesday: No School

Thursday: Spaghetti w/ Broccoli

Friday: Hoagie and Fruit

Student Arrival and Dismissal Procedures

Students K-2 will enter/exit through the first set of doors and grades 3 – 5 will enter/exit through the main front doors. Students will exit through the same doors at dismissal. Once in the parking lot, your student needs to exit the vehicle away from the center lane of moving traffic. The sidewalk lane and the parking lot lane are for drop-off/pick-up only. No parking and walking your child in. If you need to walk your child into their classroom, please park in the parking lot beyond the front doors of the building.

Elementary Schedule

Mondays -Thursdays: 8:00am -3:00pm and Friday: 8:00am -2:30pm.

We have attached a very general calendar for the school year for quick access of events and happenings that are pertinent to the majority of the elementary student body. (Note each building has sent these generalized calendars that effect a large percentage of the student bodies of each CA building's grade levels).

Parent Communication & Access to Student Academics/Attendance

Once a student has applied and we have their student record set up in our student information system - PowerSchool – nearly all our communication is sent by email. We aim to place current information about upcoming events, activities and general parent and student information in our weekly newsletter, simply titled *In The Know*. We implore that you check your email for regular communication from CA. Emergency information, such as school closing for weather reasons, can be sent by text and phone calls if selected in your PowerSchool accounts. Parents should create a PowerSchool account (by going to our website) to access students grades and attendance.

Finishing up the Enrollment Process

Receipt of this letter indicates your student has applied to CA and that he/she has been accepted. (Your student's acceptance letter will be mailed once we have all previous school records). We continue to work on the students' schedules and other details for the next school year.

New students:

In addition to a physical, new students must have their Tennessee immunization record and recommendation forms turned in. **Students transferring to CA from a school outside of Tennessee have 30 days from the first day of school to transfer their immunization record an official Tennessee Immunization Record and to share that record with us.**

We have aimed to cover the basics to get you started for the new year. In addition to learning more details at our beginning of the year events listed above, feel free to reach out to us for further information. Below is a list

of contacts for your convenience. You can reach the offices of the CA staff listed below by phone using the elementary school's phone number – 423.396-2122.

Office Manager/Assistant Registrar - Heather Hoffman – hhoffman@collegedaleacademy.com

Guidance Counselor – Amanda Ancheta – aancheta@collegedaleacademy.com

Marketing & Recruiting – Angi Howell – ahowell@collegedaleacademy.com

Business Office Senior Accountant – Chad Perry – cperry@collegedaleacademy.com

Chief Financial Officer – Steve Blackburn – sblackburn@collegedaleacademy.com

Associate Vice Principal – Pam Arner – parner@collegedaleacademy.com

Elementary Principal – Melissa Weddle – mweddle@collegedaleacademy.com

Head of School – Brent Baldwin – bbaldwin@collegedaleacademy.com

Home & School

- CA Car Magnets and Stickers: Available to purchase from the office.
- Please click [HERE](#) to 'like' our CA Home & School Facebook page.
- Do not forget to download the Box Tops app and scan your receipts to receive Box Tops points for our school. Click [HERE](#) for more information.



Visit our website collegedaleacademy.com for more information such as our school calendar, announcements, forms, and other resources.