



RISEN SAVIOR

CHRISTIAN ACADEMY

June 26th, 2023

Dear RSCA families,

Summer greetings to all of you! I hope that you are enjoying the summer months as the new school year fast approaches! This letter is an overview of important steps to complete in preparation for the upcoming school year. Please read it carefully and contact me if you have any questions.

- **No longer planning to attend?** If you were planning to attend RSCA but have now made other plans, please notify us immediately. Written notice is required on or before Thursday, July 20th to avoid additional 2023-2024 school year fees.
- **Past due balance?** If your child was enrolled last school year, and there is a tuition and/or fee balance remaining on your account, please arrange to pay the balance immediately. Non-payment will lead to a review of your child's enrollment status.
- **TADS Tuition & Fee Contract** – We will once again use www.tads.com for electronic collection of all tuition and fee payments. In the coming weeks prior to parent orientation, you will receive an email notification through the TADS system regarding setting up your annual tuition contract and payment preferences. Note that families that signed up for one of the preschool child-care programs through the TADS Enrollment process will see those childcare charges included.
- **Required student records documentation** – Submitting various forms and documents is part of the TADS admissions application and enrollment process which you have likely already completed. Here is a brief review of potential forms needed for your child's student file. Visit our online Parent Resources webpage for links to the various forms. Returning students will likely have already submitted these forms (with the possible exception of immunization record updates).
 - Release of Records – This form is for students transferring from other schools. Completing this form allows us to contact your previous school and have them transfer your child's student records directly to RSCA. This file may already include some of the other documents listed below.
 - Certificate of Ear, Eye, Dental, and Nutrition Examination Form 3300 – This form must come from either the Health Department or your physician's office. The form needs the physician's signature as well as the office's name and address.
 - Birth certificate – A photocopy is acceptable.
 - Notification of Exempt Status – As a private school, RSCA operates under State of Georgia exemptions rather than licensure. Please complete and return the Notification of Exempt Status form (*found online*) to verify that you have been informed of this.

“SHAPING HEARTS & MINDS FOR LIFE”

- Certificate of Immunization form 3231 – This form must come from the health department or your physician’s office. It must be signed by the physician and have the name and address of the physician’s office on the form. Kindergarten and 7th grade are common grade levels when immunization records expire and need to be updated. We are unable to accept photocopies.
- **School supplies** – Each classroom teacher has a list of supplies (*see online Parent Resources webpage*) that students must bring with them to school. Please label the supplies with your child’s name and bring the supplies to orientation.
- **Preschool through 8th Grade Parent Orientation on Tuesday, August 1st (either session 1 or session 2)**
 - Session 1
 - 4:00-5:00pm – Principal’s presentation (whole group preschool through 8th grade families). Doors will open at 3:45pm.
 - 5:00-5:30pm – Classroom supplies drop-off and teachers’ presentations.
 - Session 2
 - 5:30-6:00pm – Classroom supplies drop-off and teachers’ presentations.
 - 6:00-7:00pm – Principal’s presentation (whole group preschool through 8th grade families).
 - ***In order to make the most efficient use of our time together, this is a parent/ guardian-only event.***
 - Turn in all applicable forms... see explanation above (health exam, immunizations, birth certificate, notification of exempt status, release of records).
 - Drop off student supplies in the classroom.
 - Gently used uniform items will be available free of charge.
- **First Day of School (Grades K-8)** - The first day of school for grades K-8 is Thursday, August 3rd.
- **First Day of Preschool** - The first day of preschool will be a staggered start to help the children adjust to the new school year.
 - Thursday, August 3rd, 2023
 - 4 year-old five-day students with last names beginning with the letter A through N
 - 3 year-old five-day students
 - Friday, August 4th, 2023 (*students who came on Thursday do not come on Friday*)
 - 4 year-old five-day students with last names beginning with the letter O through Z
 - 4 year-old three-day students
 - 3 year-old three-day students
 - Monday, August 7th, 2023 (*regular schedule for all begins*)
 - Tuesday, August 8th, 2023
 - Regular schedule and first day for two year-olds

Thank you for your time reviewing these important details as we get the new school year off to a great start. Please contact us with any questions or concerns you may have pertaining to the upcoming school year. Our staff is looking forward to a fun-filled year of learning with your child and can’t wait to get started!

Serving our Risen Savior,

Mark G. Thiesfeldt

Mark Thiesfeldt
 K-8 Principal & Preschool Director
principal@risensaviorgorgia.com
 912-925-9431