



Southwest Florida Christian Academy

## Getting Started Guide

### **APP**

Use the SFCFA Family App as a convenient hub to stay up to date with important announcements, access grades, attendance, tuition, forms, and so much more. Please visit this link for app download instructions:

<https://www.sfcakings.org/campus-life/parents.cfm>

SFCFA school district code: SFCFA-FL

### **ATHLETICS**

All middle and high school students must go through Athletic Clearance to participate in sports. Follow this link to access the clearance, intramural information, schedules, and forms page:

<https://www.sfcakings.org/athletics/athletic-forms.cfm>

### **ATTENDANCE/ABSENCES**

If your student is absent for the day, reply to the automated email you will receive with the reason. A Pre-Excused Absence Form is to be used for a planned absence from the school and should be filled out online at least three days prior to the anticipated absence. It can be found within the SFCFA Family App under the "Web Forms" tab.

### **BACK TO SCHOOL ORIENTATION**

Monday, August 7, 2023 6:00 p.m.

McGregor Worship Center (Sanctuary) for all SFCFA Families

After the program, you will be directed to a different area within the school to meet the teachers.

### **CALENDAR AT A GLANCE**

Please visit this link for the school calendar:

<https://www.sfcakings.org/campus-life/parents.cfm>

It can also be found on the SFCFA Family App under "calendar".

\*\*First day of school: Wed., August 9, 2023 @ 9:00 a.m. (reminder that Wed. is a late start day)

### **DONATIONS**

When you give to SFCFA, you are investing in the people and the programs that make SFCFA one of the best private schools in Southwest Florida. Your contribution makes it possible for our students to grow with God, solve problems, create art, conduct experiments, build relationships, try new things, mature, and have fun!

<https://www.sfcakings.org/giving/> or access the SFCFA Family App under the "Give" tab.

### **DROP OFF & PICK UP**

Drop off starts at 7:35 a.m. for all students not going to King's Crew. Students arriving earlier will be directed to King's Crew to be supervised. Please do not drop off students without an adult present. Drop off and pick up information will be provided at the Back to School Orientation on Monday, August 7, 2023.

#### Incident weather pick up

Elementary: Normal location

Middle & High School: Library

Grace 7th period elective: Grace Building East Side

Middle & High School Students with Elementary siblings may be picked up with Elementary

PLEASE REMAIN IN YOUR VEHICLE FOR SAFETY.

### **FINE ARTS**

Please visit this site to access information about Band, Choir, Drama, Digital Arts, Visual Arts, and upcoming events:

<https://www.sfcakings.org/fine-arts/>

### **HANDBOOK**

Please visit this link to access the school handbook for any questions:

Elementary Parent/Student Handbook (under document links):

<https://www.sfcakings.org/academics/elementary.cfm>

Middle School/High School Parent/Student - Secondary Handbook

(under document links as Secondary Handbook):

<https://www.sfcakings.org/academics/high-school.cfm>

### **HOURS**

Start time all grades

School starts @ 8 a.m. on Mon., Tues., Thurs., & Fri.

School starts @ 9 a.m. on Wednesdays due to late start chapel days.

Dismissal time

Elementary - Grades K-5: 3:00 p.m.

Secondary - Grades 6-12: 2:50 p.m.

School Half Day Dismissal Times

Elementary - Grades K-5: 11:45 a.m.

Secondary - Grades 6-12: 11:30 a.m.



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## Getting Started Guide

### **HOURS**

#### Office School Year Hours:

7:30 a.m. - 4:00 p.m. (Mon., Tues., Thurs., Fri.)

8:30 a.m. - 3:45 p.m. (Wed.)

#### Office Summer Hours:

8:30 a.m. - 3:30 p.m.

### **JEANS DAY**

Fridays are SFCA school t-shirt and jeans day.

Jeans may be worn for \$1 per week or \$36/school year.

Contact Tamar Miller, Tuition and Billing Coordinator @ [tamar.miller@sfcakings.org](mailto:tamar.miller@sfcakings.org) to be billed in your FACTS Family Portal account.

### **KING'S CREW**

#### Before & After School Care

Start time all grades: 7:00 a.m.

No charge for students arriving after 7:30 a.m.

End time all grades: 6:00 p.m.

No charge for students until 3:35 p.m.

Location: Elementary students - Modular Building

Secondary students - Library/Joy Annex Building

King's Crew Information & Agreement Form:

<https://www.sfcakings.org/campus-life/parents.cfm>

### **LUNCH**

Students are able to purchase a hot lunch at school by using their pre-paid FACTS lunch account, cash, or credit card. Please visit your FACTS Family Portal Account to pre-pay the lunch account or visit the SFCA Family App and click the "Financials" tab.

<https://sfca-fl.client.renweb.com/pwr/>

Lunch Menu: Menus will be updated on the school website:

<https://www.sfcakings.org/campus-life/parents.cfm>

### **PROX CARDS**

Every new student will receive a prox card for entry into the school. Please note that if your child has a lost or stolen card, it must be reported immediately to the front desk at the school. A replacement card will be issued & a \$15 fee will be added to your FACTS account.

### **SCHOOL SUPPLIES**

To access the list of school supplies for each grade, you may visit this link or on the SFCA Family App under "School Supply List":

<https://www.sfcakings.org/campus-life/parents.cfm>

### **STUDENT PARKING PASS**

Your student may obtain a student parking pass form from the front school office. Replacement parking passes are \$20.

### **TECHNOLOGY INFORMATION**

#### 7-12 Grade Computer Recommendations:

- Device type: Laptop (no tablets or iPads)
- Processor: Intel Core i7, or i9 or Apple M1 or M2
- Operating System: Windows 10 or 11 or Mac OS Monterey
- Memory: 8 GB minimum, recommend 16GB RAM or higher
- Storage: 512 GB SSD or larger

### **TUITION**

Please click on this link to access your FACTS account for tuition and billing information or you may click on "Financials" on the SFCA Family App:

<https://sfca-fl.client.renweb.com/pwr/>

### **UNIFORM & SPIRIT WEAR**

SFCA Spirit Store located in the Grade Building

Monday-Friday: 8:00 a.m.-12:30 p.m.

SFCA uniforms can be purchased from Zavada's Renegades:

17051 Jean Street, Unit 10

Fort Myers, FL 33967

239.275.6720

Store hours can be found on their website:

[www.renegadesfl.com](http://www.renegadesfl.com)

Used uniforms are available in the library on these days:

Tuesday & Thursday @ 8:15 a.m.- 9:30 a.m.

Used uniforms & spirit wear will be available at the Back to School Orientation.



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Getting Started Guide

CONTACT INFORMATION

Admissions: Donna Sage x1259  
donna.sage@sfcakings.org

Athletic Clearance: Teresa Brown x1265  
teresa.brown@sfcakings.org

Athletics: Ainsley MacLeod x1405  
ainsley.macleod@sfcakings.org

Development/Donations: Jennifer Ramirez x1195  
jennifer.ramirez@sfcakings.org

Elementary Principal: Susie Kackley x1065  
susie.kackley@sfcakings.org

Elementary School Counselor: Felicia Pelfrey x1191  
felicia.pelfrey@sfcakings.org

High School Counselor: Arabella Rios x1268  
arabella.rios@sfcakings.org

High School Principal: Stephanie Laymon x1026  
stephanie.laymon@sfcakings.org

Library: Lori Pike x1467  
lori.pike@sfcakings.org

Marketing/Admissions Director: Amy Long x1472  
amy.long@sfcakings.org

Middle School Counselor: Lezlie Nassef x1407  
lezlie.nassef@sfcakings.org

Middle School Principal: Nicole Regnaert x1418  
nicole.regnaert@sfcakings.org

School Nurse: Erin Wooley x1414  
erin.wooley@sfcakings.org

Security: Scott Liebenson x1037  
scott.liebenson@sfcakings.org

SFCA School Office: 239.936.8865  
shawn.wheeler@sfcakings.org  
connie.willis@sfcakings.org

Technology: Erik Willis x1230  
erik.willis@sfcakings.org

Tuition & Billing: Tamar Miller x1470  
tamar.miller@sfcakings.org

SFCA Website - <https://www.sfcakings.org/>

[www.facebook.com/SouthwestFloridaChristianAcademy](http://www.facebook.com/SouthwestFloridaChristianAcademy)

[www.instagram.com/southwestflchristianacademy](http://www.instagram.com/southwestflchristianacademy)

[www.twitter.com/SWFLChristian](http://www.twitter.com/SWFLChristian)