



Fairfield College Preparatory School

A Jesuit, Catholic School of Excellence

Dear Prep Families,

We hope that your son is enjoying his summer vacation and that he returns to school well rested and ready to meet the challenges of another academic year. We would like to share with you several important pieces of information concerning the 2019-2020 academic year.

[PREP CONNECT](#)

Fairfield Prep has an online portal called [Prep Connect](#), where we house all important school-related information. All students and parents should currently have login information for Prep Connect. The portal is accessible by visiting our website www.fairfieldprep.org, clicking the navigation symbol at the top right of the page and clicking PREP CONNECT in the menu. Beneath that you will also see a Quicklinks, with shortcuts to specific pages. [Prep Connect](#) gives parents and students direct access to the following platforms:

- **NEW THIS YEAR:** Absence Form (parents must submit for partial or full-day student absence)
- Schoology (course assignments)
- NetClassroom (progress reporting and grades)
- Naviance (college info/applications)
- PAC card (dollars to be used for lunch purchases, vending machines and printing)
- Smart Tuition (payment of tuition and other activities)
- FACTS (financial aid)
- Parents & Students (programs, activities, forms and documents, Bellarmine Guild and Fathers' Club)

Prep Connect also includes the Student Directory and School Calendar (with iCal feed) on the top of the portal page. Any questions regarding your Prep Connect login please contact Database Manager Mrs. Iwona Kolotylo, X3218 or ikolotylo@fairfieldprep.org.

[FORMS & DOCUMENTS](#)

A number of important forms and documents can be found in the [Parents & Students section](#) under Forms & Documents, or by visiting www.fairfieldprep.org/forms. Here are a few of the key sections:

- **HEALTH FORMS** – State Health Assessment Record, Sports Physical Form, and Medication Order forms can all be printed, taken to your doctor, and then mailed to Fairfield Prep. A valid sports physical must be on file to participate on any team.
- **ATHLETIC FORMS & DOCUMENTS** – Participation in Prep athletics requires the reading of the documents by students and parents, plus submission of the Online Registration form for each sport.
- **ACADEMIC FORMS & DOCUMENTS** – Please review this year's [Student/Parent Handbook](#) for the rules and regulations currently in effect.
- **TRANSPORTATION & FEES** – This section includes the forms for the shuttle bus and other special student activities. [Read important details about Metro North, town buses, parking and carpools.](#)

SCHOOL CALENDAR

The full School Calendar will be available on Prep Connect at the top of the portal page. Note: Some dates and schedules may change throughout the year. In the meantime, a temporary PDF of [Important Dates for the 2019-2020 School Year](#) is available. Some beginning-of-the-year important dates are as follows:

Orientations

Tuesday, August 27	Freshman Orientation 8:30 a.m. – 2:15 p.m.
Wednesday, August 28	Sophomore/Junior Orientation 8:30 a.m. – 11 a.m.
Wednesday, August 28	Senior Orientation 11:30 a.m. – 2:30 p.m. (lunch will be provided)

- On orientation days, students report directly to the Student Life Center. Student homeroom information will be posted on the main bulletin board in Berchmans Hall.
- For their orientation day, students may wear a collared polo shirt, casual pants/shorts (no jeans), and athletic footwear.
- Parents of freshmen are asked to drop students off near the grand staircase entrance of Arrupe Hall in the faculty parking lot, where they will be met by our upperclassmen leaders.

First Day of Classes — Thursday, August 29.....All Classes Begin

College Information Evening — Thursday, Sept. 12 from 5:30-6:30 p.m. in the Student Life Center. This event is being held by the Guidance Department and it is open to the parents of seniors.

Back-to-School Night — Thursday, Sept. 12 from 7 – 9 p.m. During this evening, parents will be able to meet their son's teachers by attending an abbreviated version of his class schedule.

EMAIL ACCESS

To access the email address of any member of the faculty or staff use the first initial of the first name followed by the last name (no space) followed by @fairfieldprep.org. For example, John Smith is accessed through jsmith@fairfieldprep.org. A full student directory is available in [Prep Connect](#).

BOOKSTORE

Please visit our online bookstore to access links to our booklists, Summer Reading and Summer Assignments for all students, FAQs, and information on how to order textbooks from the Fairfield Prep Online Bookstore, hosted by Follett Virtual Bookstores (FVB). Note: **The Fairfield Prep Bookstore will open on Tuesday, August 13**, and all information about course books and materials is available at www.fairfieldprep.org/bookstore. If you have any questions, please feel free to contact our Dean of Students, Harold (Dean) Davis, who is the contact person for the bookstore at hdavis@fairfieldprep.org.

IMPORTANT CHANGES TO THE STUDENT HANDBOOK FOR 2019-2020

The changes reflect what we felt were some necessary and timely changes to the school dress code and the alcohol and drug policy. The modifications to the dress code represent a community-wide effort to offer better clarity as to what may be worn. Additionally, the revision to the alcohol and drug policy represents a shift from the three strikes policy. This change is rooted firmly in our desire to keep our students safe and our school day and events free of illegal substances. The following are the changes we would like to highlight:

Changes to the Dress Code

- **Only Fairfield Prep apparel** may be worn as a mid-layer during the school day. Prep vests, crew-neck sweatshirts, and quarter-zips are permitted. Hoodies and parkas **may not** be worn in the school building.
- Prep Pride sells outerwear that may not be acceptable to wear in school on a daily basis. **Please check with the Dean of Students before making any purchases** to determine if the apparel may be worn during the school day.
- A proper uniform shirt must be worn under the outerwear at all times, as **flannel shirts will no longer be permitted.**
- Boots will no longer be permitted during the school day.
- **A blazer will be required during school-wide Masses.**

New 2019-2020 Locker Policy

Lockers will be assigned to all freshmen and sophomores. If any junior or senior needs one, he must request it, and one will be assigned to him from the Dean of Student's Office.

Alcohol and Drug Policy

A student will be subject to dismissal following a second incident in which he is found in possession of alcohol or illegal drugs at school or a school-related event. Please review the [2019-2020 Student Parent Handbook](#), and these policies in particular, with your son so as to avoid any misunderstandings on the procedures that are followed when a breach of the policy occurs.

TRANSPORTATION

- Town buses are provided for students residing in Fairfield who live more than 1.5 miles from campus. The routes will be posted on the main bulletin board in Berchmans Hall at the end of August. **To opt out of the bus service** please fill out the Bus Opt-Out Form at www.fairfieldprep.org/busopt.
- Shuttle buses from the Fairfield train station to Fairfield Prep will leave beginning at 7:30 a.m. The shuttle bus will begin on Thursday, August 29. To help defray the cost of the shuttle, a yearly fee will be charged. In order to receive a sticker, which will enable students to ride the shuttle, [you must enroll and pay online](#). Stickers can be picked up in the Operations Office (Xavier 101). Shuttle bus transportation will not be provided without a sticker after the first two weeks of school (grace period).

- Metro North commuters: Fairfield Prep submits its roster of students directly to Metro North. Please complete and submit Prep's [Metro-North Student Registration form](#). **All new students** must be entered by Prep into the Metro North's Mail&Ride system no later than August 10 to receive the September ticket. Student discounted train tickets **MUST** be purchased online through the Metro North web site.
- "[Carpool to School](#)" allows Prep families to arrange their own carpools for school day and after-school sports and activities. The link to the website is in Quicklinks and at www.fairfieldprep.org/carpool.
- There are two fee-based buses that run to and from Fairfield Prep. The first bus runs through Bethany, Woodbridge, Derby, the Easton Monroe border and Trumbull. The second bus runs through Ridgefield and Wilton. For more information, or to register for the bus service, go to www.fairfieldprep.org/busfee.

ON-CAMPUS PARKING PERMITS

Permits for campus parking will be limited to designated areas on campus. **All juniors and seniors who wish to obtain a permit must follow this procedure in order to register:** Report to the Security Office in Loyola with a license, Prep ID, car registration, and a check made payable to Fairfield University for \$150. Parking permits are available beginning Aug. 5, Monday-Thursday from 7:30 a.m. to 4:30 p.m. Unregistered cars will be ticketed beginning Wed., Sept. 11.

ATHLETIC TRYOUTS

In order to participate in tryouts for any Prep sport, it is mandatory that the following information be submitted:

- Current valid physical to the school nurse, Mary Ellen Lehmann, at mlehmann@fairfieldprep.org.
- Online registration for the specified sport: www.jesuitpride.com > Registration.

Tryout schedule:

- **Football:** August 19-23, 3-6 p.m. [Barlow Field](#). All freshmen, sophomores, juniors and seniors. Freshmen should arrive on Aug. 19 at 2 p.m. for helmet distribution.
- **Soccer:** August 29 & Aug. 30: 3-5 p.m. at [Rafferty Stadium](#) for freshmen, 5-7 p.m. for JV/Varsity.
- **Cross Country:** August 23: 3-5 p.m., Lessing Field Track, all freshmen, sophomores, juniors and seniors.
- **Crew:** August 29 & Aug. 30: 3-5 p.m., [Alumni Hall](#) Erg Room, all freshmen, sophomores, juniors and seniors.
- **Sailing:** September 3: 3-5 p.m., [Pequot Yacht Club](#), all freshmen, sophomores, juniors and seniors.

For up-to-date information of practice times and locations, consult the Fairfield Prep athletic website, www.jesuitpride.com, which you can also access at www.fairfieldprep.org/athletics. If you have any questions concerning our athletic programs or participation requirements, please refer to the Prep website or contact Athletic Director Mr. Tom Curran at 254-4200, Ext. 2210 or email (tcurran@fairfieldprep.org).

SENIOR SAT COURSE

The fall SAT course, designed to prepare seniors for the October 5 or Nov. 2 SAT exam, will begin on Sunday, September 8 according to the schedule:

- Sunday, September 8 10 a.m. – 3 p.m.
- Sunday, September 15 10 a.m. – 3 p.m.
- Sunday, September 22 10 a.m. – 3 p.m.
- Sunday, September 29 10 a.m. – 3 p.m.
- Tuesday, October 1 3 – 6:30 p.m. SAT Practice Test in the Academic Center

All classes will be held in Arrupe 103. Enroll online at www.fairfieldprep.org/sat. The cost of the course is \$250. **The registration deadline is Thursday, September 4.**

BELLARMINE GUILD AND FATHERS' CLUB

The Bellarmine Guild (mothers) and Fathers' Club are comprised of parents/guardians of currently enrolled Prep students. Please visit the Parents & Students section inside PREP CONNECT to learn about the events they sponsor, their calendars, and how to get involved.

IMPORTANT TELEPHONE NUMBERS:

Main Office 203-254-4200

- Ext. 2235 Dr. Thomas de Quesada, Principal's Office
- Ext. 2332 Mr. Timothy Dee, Academic Dean
- Ext. 2538 Mrs. Colleen Keltos, Dean of Operations
- Ext. 2629 Ms. Madeline Namin, Registrar
- Ext. 2238 Mr. John Hanrahan, Dean of Guidance & College Advising
- Ext. 2880 Mrs. Nicole Zuraw, Accounting Supervisor
- Ext. 2255 Mr. Elliott Gualtiere, Director of Campus Ministry
- Ext. 2210 Mr. Thomas Curran, Director of Athletics
- Ext. 2239 Mr. Kevin Altieri, Director of Admissions
- Ext. 2690 Dr. Donna Andrade, Dean of Mission & Ministry
- Ext. 3375 Technology Help Desk

Although it is only July, we are all busily preparing for the start of school. If you have any questions do not hesitate to call the appropriate office. *(Please note that Prep is closed Monday, July 29 to Friday, Aug. 2).*

May you have a restful and enjoyable summer,

The Prep Administration