



NORWICH FREE ACADEMY

August 11, 2022

Dear Parents and Guardians:

As we prepare for the first day of school, this mailing includes valuable information both for you and your child. Please take the time to review it thoroughly.

Start Dates

- Monday, August 29 – **ninth grade only**; report to homeroom; dismissal at 11:55 am
- Tuesday, August 30 – **all students**; report to homeroom; dismissal at 11:55 am
- Wednesday, August 31 – **all students**; report to homeroom; full day, dismissal at 2:10 pm

Student Schedules

- Ninth graders who attend our family orientation August 23 will receive it then
- All other students can access PowerSchool Wednesday, August 24, after 3 pm
- All students will receive a hard copy in their homeroom on day one

Students Report to Homeroom

Your student should report to their homeroom on their first day of school. Your student's homeroom assignment is Room # _____.

If the homeroom above is listed as the Medical Center, it means your student **is not medically cleared** to begin school or participate in any activities. Call our Medical Center at 860.425.5552 to find out what has to be done for your student to begin school. If your student comes to school without resolution, they will be sent home.

If the homeroom above is listed as Norton Gym, **it means your student has not yet met the residency requirements to attend Norwich Free Academy**. If you are a Norwich resident, please call 860.859.5015 and select option four. If you reside in a town other than Norwich, you must contact your town's superintendent.

Covid Protocols

Norwich Free Academy remains mask optional. This is by choice for all members of our community, including students and faculty. Hand sanitizers remain in all classrooms and common areas, and we encourage frequent use. We support individual decisions in this manner. We also reserve the right to make any necessary changes based on state or federal mandate or a significant increase in local cases. Necessary changes will be communicated promptly.

Household Contact Information

Parents and guardians should check and update their contact information online in PowerSchool any time after August 24. (PowerSchool will not be accessible until then.) Household contact information includes the phone number, mailing address, and email address

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that NFA uses as the PRIMARY contact for informational and notification purposes. If at any time you wish to check or update your Household Contact information, go to MyNFA>Parents on the NFA website and follow the instructions under *Update Contact Info*.

Attendance

If your student(s) will be absent, late or need early dismissal, please call our main attendance extension at 860-425-5788. Students arriving late need to check in at their building office (9th grade, Cranston; 10th grade, Bradlaw; 11th grade, Tirrell; 12th grade, Shattuck). Regarding early dismissal, students must submit a written request, signed by a parent or guardian, for early dismissal from school. The request must be brought to their attendance office the morning of the dismissal.

Chromebooks for Student Use

Students are expected to bring a laptop, either their own personal device or one issued from NFA, to school every day. For those who need access to a device, we will once again provide that for any student upon parental request. A form must be filled out, and there are two different scenarios for accessing a device, one for free (with more risk) and one for a slight fee (with no risk). To learn more and reserve a device, visit nfaschool.org/chromebook.

Morning Drop-off: Traffic Pattern Reminder

During the morning bus drop-off period (approximately 6:55 – 7:25 a.m.) private vehicles may not drop off students by entering campus at the South (Main) Entrance on Crescent Street.

Free/Reduced Lunch

There is no free lunch for all students this year. The national waiver for that has expired. Therefore, all students will be responsible for paying for their meals UNLESS they are deemed eligible through the application process (or they receive direct certification from the state based on the receipt of other services). Applications for all students will be provided on the first day of school. Forms are due no later than September 12. To apply, fill out and submit all documents to your student's building office. For more information, or to receive the form (in multiple languages), go to www.nfaschool.org/chartwells.

Student Handbook: The Pilot

All ninth graders will receive a printed copy of the student handbook - The Pilot. Students will sign a document indicating that they received The Pilot and are familiar with its content. Students in grades 10-12 will receive information on how to access The Pilot digitally. They will sign a form to acknowledge they are aware of the digital version available on the student portal and the parent page on our website. This acknowledgement also verifies they are aware of any changes to policies made for the current year. We encourage parents and guardians to review this handbook with their students. The current version of The Pilot is now online, and the changes for the 2022-23 school year have been highlighted.

NFA Charging Policy

NFA and Chartwells Dining Services do not wish that any student go hungry and/or be denied food; however, restrictions are placed upon a student's ability to charge meals. Please review the terms and conditions under which students may charge for meals at MyNFA>Parents on the NFA website. Click on Chartwells Food Services for information. Also click on the My School Bucks Button and follow directions to set up and fund an account for your child to use an NFA ID to purchase meals, arrange for the automatic transfer of funds and receive low balance alerts.

Grade Reporting

NFA no longer mails home progress reports. You will receive notification to check PowerSchool at the midpoint of each quarter. If you wish to request a mailed progress report, please send a letter to my office or email my assistant at vegam@nfaschool.org on or before Monday, September 19, 2022. Report cards will be mailed twice each semester (four times per year). The final report card indicates the final grade and graduation credits earned.

Legacy Studios

NFA contracts with Legacy Studios to provide senior portraits and yearbook photography and services. NFA will provide contact information to include names, mailing addresses, and email addresses to Legacy Studios so that you can receive information about senior portrait appointments, confirmations with students, send reminders about picture day, provide the opportunity to purchase portraits, and provide information about yearbook sales. Legacy Studios is committed to complying with its legal obligations pursuant to state and federal data privacy laws, including the Family Educational Rights in Privacy Act (FERPA) and CT House Bill, Public Act No. 18-125 AN ACT CONCERNING REVISIONS TO THE STUDENT PRIVACY ACT. **If you wish to opt out, please contact Laura Howe (howel@nfaschool.org) by Thursday, September 1. Please note, you may opt out of this service at any time by using the unsubscribe function located in any Legacy Studios email.**

Notification of Student Data Privacy

Public Act (PA) 18-125 AN ACT CONCERNING REVISIONS TO THE STUDENT DATA PRIVACY ACT requires that NFA notify parents of web-based and mobile-based software used that collect personally identifiable student information. Find a list of titles and contracts of software used by NFA that are in compliance with PA 18-125 at nfaschool.org/privacy.

School-Based Health Center (SBHC)

NFA and UCFS Healthcare have partnered to open a School-Based Health Center (SBHC) on campus offering medical, dental and behavioral health services. Learn more about the SBHC and how to register your child at [MyNFA>Parents](#) and click on *School Based Health Center*.

Withdrawal from School

Connecticut General Statutes, Section 10-184 (Public Act 09-06), requires us to inform you that you are obligated to ensure that your child remains in school and regularly attends up until age 18. A parent or guardian must appear in person and sign a withdrawal form to provide consent for a child to withdraw from school at 17 years of age.

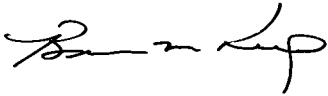
Legal Notifications, Parental Permissions and Medical Consent

Each year, we are required to notify you of certain information and provide you with the opportunity to exempt your student(s) from participation in certain activities or programs. That includes directory information to military recruiters, AIDS education information, curricular supplements, pesticide applications and use of students photos and likeness in promotional materials. This year, all of that information is online. Follow the instructions below to access the information, learn more about it and opt your student(s) out if that is your choice.

Parents of students in grades 10-12 who already have a PowerSchool account may access this information by signing into PowerSchool and selecting **Forms**. Once you do that, you'll find **Legal Notifications, Parental Permission and Medical Consent** under **Permission Waivers**. Enter that area and all information is available to you there. Parents of ninth grade students may access it as soon as you have received PowerSchool access.

Thank you for your attention to this important information. Throughout the year, I encourage you to access **MyNFA>Parents** on the NFA website for important information and updates.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian M. Kelly". The signature is fluid and cursive, with the first name "Brian" and last name "Kelly" being the most prominent parts.

Dr. Brian M. Kelly
Head of School/Superintendent

BMK/mev

Enclosure