



EPISCOPAL COLLEGIATE SCHOOL

Dear Lower School Parents,

I hope that you are all having a wonderful summer. It has been a joy to see students here on campus in our summer camps, and I look forward to seeing all students back on campus in a few weeks. While I do not want to rush the end of summer, I do want to provide you with some resources to help you plan for the 2023-2024 school year.

Our website has a tremendous amount of information available to you. I want to highlight a few pages that you may want to bookmark for future reference:

- [2023-2024 Planning Calendar](#)
- [Lower School Community Handbook](#)
- [New Family Brochure](#)
- [Summer Reading and Enrichment Page](#)
- [School Resources Page](#)

I have provided orientation details below, along with general start to school information including uniform sales, immunization record/medication needs, class list information, etc. Please pay special attention to orientation times and details as we have made some changes to make the process as efficient and productive as possible.

I realize this is a lot of information to digest. Please take some time to read through it and let us know if you have any questions. I hope you and your children can soak up these last few weeks of summer. We will see you soon for orientation and look forward to an incredibly successful 2023-2024 school year.

All my best,

Catherine Schuhmacher
Head of Lower School

Student and Parent Orientations: Monday, August 14 - Grades PreK-5th

Students will spend 20 minutes in their classroom and then join co-curricular teachers on the playground. Parents will meet with teachers in the classroom for the second half of orientation. New parents will join Mrs. Schuhmacher for an orientation to the Lower School following the parent session in the classroom. New students will remain on the playground or in the gym.

9:00 am-10:00 am - Last names starting with A-I, New and returning students, All grades

- 9:00 am - Students in classroom, parents can shop uniforms/spirit wear
- 9:30 am - Parents in classroom for orientation, students with co-curricular teachers on the playground

10:00 am-10:30 am - NEW parent orientation with Mrs. Schuhmacher in the library

11:00 am-12:00 pm - Last names starting with J-Z, New and returning students, All grades

- 11:00 am - Students in classroom, parents can shop uniforms/spirit wear
- 11:30 am - Parents in classroom for orientation, students with co-curricular teachers on the playground

12:00 pm-12:30 pm - NEW parent orientation with Mrs. Schuhmacher in the library

4th & 5th Grade Locker Set Up

Students are welcome to decorate their lockers before student orientations during the times below. The locker dimensions are 12 inches wide, 11.5 inches deep, and the height from base to top shelf is 48 inches. Please **do not use** contact paper as it is hard to remove. Students can hang wallpaper with

magnets or tape. If students prefer a locker organizer, [this one](#) seems to work well. Another option is a 2-shelf unit in the bottom of the locker. Both systems are designed to help lockers be functional and leave enough room to hang a backpack. Students are **not required** to decorate or add any shelving to their lockers. This is simply based on personal preference.

8:30 am-9:00 am - New & returning students with last names starting with A-I

10:00 am-11:00 am - New and returning students with last names starting with J-Z

Initial Medication Drop-Off During Student Orientation

Please make sure that students are up to date on all immunizations (if your child is exempt from immunizations please make sure the documentation is provided to the school nurse). These need to be turned into the office by August 16. There will be a nurse present during student orientation to collect your student's medication for the upcoming school year.

Students requiring an asthma or allergy action plan should submit them and their medications to [Nurse Whitney Rawn](#) on or before the first day of school.

Our annual flu vaccine clinic is scheduled for October 10, 2023.

New Faculty & Internal Moves

Click [here](#) for a link to new faculty and faculty moves within the Lower School.

Class Lists

Families will receive an email from Episcopal informing you of your child's class placement the second week of August when teachers return for In-Service. Our teachers have taken great strides to ensure that each of your children are placed in the best learning environment for your specific child, considering both learning needs and class makeup. We appreciate your trust during this process.

Used Uniform Sale

Used Uniforms are available in the Lower School Parents' Auxiliary room at any time during the summer from 8:30 am-3:30 pm on Monday through Thursday and from 8:30 am-12:00 pm on Fridays. Used uniforms will also be set up in the Lower School cafeteria on orientation day. Parents are welcome to come during any of those times listed below to shop. We will use the honor system during the Used Uniform Sale. FACTS forms will be available and can be left in the designated collection basket. No cash, checks, or credit cards will be accepted. Once school begins, used uniforms will return to the PA room. If you have any questions about the Used Uniform Sale, please contact auxiliary@episcopalcollegiate.org.

Families may also shop the Used Uniform Sale on August 3 and 4 in the Middle/Upper School Dining Hall. Please see available shopping times below:

- Thursday, August 3 | 8:30 am-6:00 pm
- Friday, August 4 | 8:30 am-3:30 pm

Toggery Pop-Up Shop - July 25

The Toggery will be selling new school uniforms at their on-campus Pop-Up Shop on Tuesday, July 25, 12:00 pm-4:00 pm, in the Lower School Dining Hall.

Need Episcopal Gear? Visit the Wildcat Warehouse!

Great news! We will have Spirit Day every Friday again this school year, unless notified otherwise. You can always shop Wildcat Warehouse [online here](#). Orders placed through the portal will be delivered to your child's Division Office and will be ready for pick up in classrooms/office after August 4. Please [email Aaron Nixon](#) with any questions about Wildcat Warehouse or to schedule a shopping appointment.

If you would like to shop in person, Wildcat Warehouse will be open during the following times:

- Tuesday, July 25, in conjunction with the Toggery Pop-Up Shop, 12:00 pm-4:00 pm
- Monday, August 14 - 8:00 am-2:00 pm
- Tuesday, August 15- 10:00 am-2:00 pm

Beginning Wednesday, August 16, we are open during lunch Wednesdays and Fridays (12:00 pm-1:30 pm) for student/parent shopping. Additional hours will be posted once school starts.

Follow the Warehouse's instagram account for more information [@episcopalwildcatwarehouse](https://www.instagram.com/episcopalwildcatwarehouse).

Important Fall Dates - Mark Your Calendar

- Founder's Day Celebration in place of Convocation, August 17 at 1pm in Championship Gym, **Dress Uniform Required**
- Grandparents' Day - Friday, September 29
- Fall Break - October 12-13
- Wildcat Roundup - October 19
- Family/Teacher Conference Day - October 20