

Academy of Dover Charter School  
104 Saulsbury Road  
Dover, Delaware 19904  
302-674-0684



**Dear Parents/Guardians:**

Welcome to an exciting new school year at **Academy of Dover!** In preparation for school opening, we are providing the following information to you. The first day of school is **August 22, 2019**; beginning at 8:00 a.m.

**\*Please be aware that the school day begins at 8:00 a.m.**

1. Students must wear school uniforms, which is as follows:

**TOPS**

White, Light Blue, Navy Blue shirt with collar; shirts must be tucked into bottoms and worn at the waistline at all times.

Undershirts, turtlenecks and tank tops are permitted, must be solid blue, white or black

Solid blue cardigans sweaters can be worn over required shirts. Sweat shirts and hoodies are not permitted.

**BOTTOMS**

Navy Blue or Khaki slacks, knee-length skirts or skorts, jumpers, shorts, (cargo shorts are not permitted).

Denim, Leggings, Jeggings are NOT permitted.

**SHOES/SOCKS**

Any school appropriate shoe may be worn. High heels or open toe or open heel shoes are not permitted due to safety reasons.

Pants cannot be tucked into footwear unless it inclement weather.

Solid Navy Blue, White, Black socks, tights; Socks or tights with bold colors stripes and designs are NOT permitted.

**\*\*\*P.E. day's students may wear blue sweatpants with white, light blue or navy collar shirt.**

2. Transportation is provided to students in grades K-5 who reside within the schools transportation parameters. If you have any questions pertaining to transportation eligibility, please contact Transportation Supervisor.
3. **The Academy of Dover Charter School** contracts with private contractors, so transportation routes are longer than those of traditional school districts.
4. Parents are requested to walk the route to the bus stop with your child and remain with the child until the bus arrives. Parents are directly responsible for the conduct of the child until the child boards the school bus. An adult must be present at bus stop to get Kindergarten students off the bus.
5. Buses will drop students off at the front of the building. Cars must drop students off at the rear of the building. **Students can be dropped off beginning at 7:45 a.m. Students will not be able to enter building before 7:45 a.m., unless student is being dropped off to Boys & Girls Club Before-Care.** Dismissal is at 3:15 p.m. All students **not** participating in after school activities must be picked up by 3:15 p.m. at the rear of the building.
6. We would like students to be prepared with the basic school supplies such as pencils, crayons and paper for the first few days of school. Other supplies can be brought within the first couple of weeks.
7. Students are provided with small cubbies for keeping personal items.
8. School begins at 8:00 a.m.; students arriving to school after 8:15 a.m. are considered Tardy and must be signed into school by an adult 18 years or older.

**We look forward to meeting you, your children and let's have a great school year!**

## Request for Transportation

Do not send your child on the bus until conformation has been sent home by the Transportation Office. If you have any questions please contact the Transportation Office Ext. 116.

**\*\*If you have a change of address, please contact the Main Office.**

**\*All bus confirmations may take 24 to 48 hours.**

Date \_\_\_\_\_

Requested Start Date \_\_\_\_\_

Student Name: \_\_\_\_\_

Parents Names(s): \_\_\_\_\_

Telephone Numbers:

Home \_\_\_\_\_ Cell \_\_\_\_\_ Work \_\_\_\_\_

Grade \_\_\_\_\_ Room # \_\_\_\_\_ Teacher \_\_\_\_\_

If your child (ren) will be a car-rider please initial here and complete the section below \_\_\_\_\_

### Persons Authorized to Pick-up Student from bus stop and school

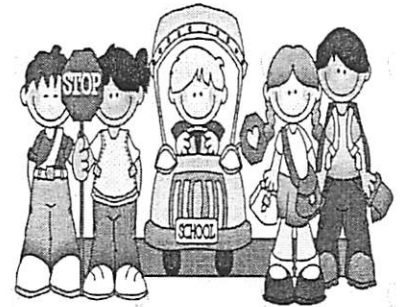
*~Please do not put parent's/ guardian's information in this area.*

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_



### If your child (ren) will be a bus riders please complete the section below:

A.M. Pick Up address \_\_\_\_\_

Landmark \_\_\_\_\_

P.M. Drop Off address \_\_\_\_\_

Landmark \_\_\_\_\_

School District in which you currently live \_\_\_\_\_

### Official Use Only

Approved by \_\_\_\_\_ Date Transportation will begin \_\_\_\_\_

Bus # (AM) \_\_\_\_\_ Bus # (PM) \_\_\_\_\_

Academy of Dover Charter School  
104 Saulsbury Road  
Dover, DE 19904  
302-674-0684

EMERGENCY CONTACT

STUDENT NAME: \_\_\_\_\_

GRADE: \_\_\_\_\_ TEACHER: \_\_\_\_\_ ROOM: \_\_\_\_\_

~~~ALLERGY ALERT~~~ \_\_\_\_\_

Child's Physician's Name \_\_\_\_\_

Physician's Telephone Number \_\_\_\_\_

~~~~~Parent or Guardian Information~~~~~

Mother's/Guardian Name \_\_\_\_\_

Address: \_\_\_\_\_

Home # \_\_\_\_\_ Work# \_\_\_\_\_ Cell# \_\_\_\_\_

Father's/Guardian Name \_\_\_\_\_

Address: \_\_\_\_\_

Home # \_\_\_\_\_ Work# \_\_\_\_\_ Cell# \_\_\_\_\_

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**Emergency Contact & Authorization to Pick Up Student  
Adult Persons 18 years old or older with valid Government Issued ID ONLY!**

**(LOCAL RESIDENTS ONLY)**

**Please do not put parent's /guardian's information in this section**

Name: \_\_\_\_\_ Relationship \_\_\_\_\_ Telephone \_\_\_\_\_

Name: \_\_\_\_\_ Relationship \_\_\_\_\_ Telephone \_\_\_\_\_

Name: \_\_\_\_\_ Relationship \_\_\_\_\_ Telephone \_\_\_\_\_

Name: \_\_\_\_\_ Relationship \_\_\_\_\_ Telephone \_\_\_\_\_

Name: \_\_\_\_\_ Relationship \_\_\_\_\_ Telephone \_\_\_\_\_

I hereby give permission to the staff of Academy of Dover to secure emergency medical treatment for the above named child during school hours or while participating in school activities and give consent for the above people to be contacted should I not be available.

PARENT/GUARDIAN SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

# Academy of Dover Charter School Supply Lists

## Kindergarten – Fifth Grade

Please note, this is a basic supply list for each grade, teachers may request additional supplies.

### Kindergarten

- 24 Pencils
- 2 Boxes of Crayons (Crayola preferred)
- 12 Glue sticks
- 4 Boxes of Tissue
- 4 Two Pocket Folders
- 2 Pink Erasers
- 1 Pair of Student Scissors
- Fine Point Dry Erase Marker
- 1 Pack of Construction Paper
- 3 Packs of Clorox Wipes
- 1 Large Bottle of Hand Sanitizer

### **1 Extra Uniform**

**PENCIL SHARPENERS ARE NOT PERMITTED!**



### First Grade

- 4 Wide Ruled Composition Notebooks
- 4 Pocket Folders with Prongs
- 2 Boxes of 24 Pencils
- 6 Glue Sticks
- 1 Ruler
- 4 Pink Erasers
- 2 Packs of Construction Paper
- 3 Boxes of Tissue
- 2 24-count of Crayons
- 1 Extra Uniform**
- 2 Clorox Wipes

### Second Grade

- 2 Pocket Folders
- 4 Composition Notebooks
- 1 Pack of Notebook Paper (Wide Ruled)
- 1 Pack of Construction Paper
- 1 Inch/Centimeter Ruler
- 1 Pack of 24 Crayons
- 2 Packs of Pencils
- Pink Erasers
- Highlighter
- 2 Boxes of Tissue
- 2 Rolls of Paper Towels
- 2 Baby Wipes
- 2 Clorox Wipes
- 1 Extra Uniform**

### Third Grade

- 5 Composition Notebooks
- 5 Vinyl Pocket Folders (NO BINDERS)
- 4 24-Count of Pencils
- 2 Yellow Highlighters
- 1 Pack of Construction Paper
- 2 Packs of Copy Paper
- 2 Pens-RED INK
- 3 Packs of Notebook Paper (WIDE-RULE)
- 4 Black Dry-Erase Markers
- 2 24-Count Crayons
- 4 Large Glue Sticks
- 8 Pink Erasers or 2 pks of Pencil Top Eraser
- 1 Pair of Student Scissors
- 3 Packs of Blank 4x6 Index Cards

### Fourth Grade

- 6 Composition Notebooks
- 10 Vinyl Folders (2-RED, 2-BLUE, 2-GREEN, 2-YELLOW, 2-ORANGE)
- 1 Homework Folder- Any Style
- 4 24-count Pencils
- 2 Yellow Highlighter
- 3 Packs of Copy Paper
- 1 Pack Pens-RED INK
- 2 Packs of Notebook Paper (WIDE RULE)
- 8 Dry Erase Markers
- 2 Boxes of 24-Count Crayons
- 8 Large Glue Sticks
- 1 SOFT Pencil Case (No hard pencil cases, PLEASE)
- 4 Pink Erasers or 1 Pack Pencil Top Erasers
- 1 Pair of Student Scissors
- 4 Boxes of Tissue
- 3 Rolls of Paper Towels
- 1 Set of Headphones or Ear Buds LABELED with your child's name
- 1 Box of Zip top bags-Quart size
- 1 Box of Zip top bags-Gallon size
- 2 Clorox Wipes
- 1 inch/Centimeter Ruler

### Fifth Grade

- 6 Composition Notebooks
- 10 Vinyl Folders,  
2-RED, 2-BLUE, 2-GREEN, 2-YELLOW, 2-ORANGE
- 1 Homework Folder, Any type-2 pocket
- 4 24-count Pencils
- 2 Yellow Highlighters
- 3 Packs of Copy Paper
- 2 Packs of Notebook Paper (WIDE RULE)
- 8 Dry Erase Markers
- 2 24-count Crayons
- 8 Glue Sticks
- 1 Pencil Case
- 4 Pink Erasers
- Student Scissors
- 4 Boxes of Tissue
- 3 Rolls of Paper Towels
- Headphones or Ear Buds w/child's name
- 1 box Zip top bags-Quart size
- 1 box Zip top bags-Gallon size
- 2 Clorox Wipes
- Ruler

# ACADEMY OF DOVER | 2019-2020 CALENDAR

## AUGUST '19

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    | 1  | 2  | 3  |
| 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

15-20 Teacher In-Service  
 21 - Open House  
 22 - First Student Day  
 30 - No School

Student Days= 6  
 Teacher Days= 11

## FEBRUARY '20

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    |    | 1  |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |

3 - In-Service Day No School  
 14 - ½ day dismissal at 12  
 17 - Presidents' Day No School  
 19 - AOD Night; Progress Reports

Student Days= 18  
 Teacher Days= 19

## SEPTEMBER '19

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
| 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 |    |    |    |    |    |

2 - Labor Day- No School  
 18 - Back to School Night  
 20 - ½ day dismissal at 12  
 23 - In-Service Day No School  
 25 - Progress Reports

Student Days= 19  
 Teacher Days= 20

## MARCH '20

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
| 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 |    |    |    |    |

13 - In-Service Day No School  
 20 - ½ day dismissal at 12  
 27 - End of 3<sup>rd</sup> MP

Student Days= 21  
 Teacher Days= 22

## OCTOBER '19

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    | 1  | 2  | 3  | 4  | 5  |
| 6  | 7  | 8  | 9  | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 |    |    |

1 - Picture Day  
 11 - In-Service Day No School  
 25 - End of 1<sup>st</sup> MP  
 30 - Report Cards

Student Days= 22  
 Teacher Days= 23

## 1 - Report Cards

10-17 Spring Break No School  
 20 - School Reopens

Student Days= 16  
 Teacher Days= 16

## APRIL '20

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    | 1  | 2  | 3  | 4  |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |    |    |

## NOVEMBER '19

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    | 1  | 2  |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

1 - ½ day dismissal at 12  
 11 - Veterans Day No School  
 13 - AOD Night  
 27-29 Thanksgiving Break No School

Student Days= 17  
 Teacher Days= 17

## 6 - Progress Reports

22 - In-Service Day No School  
 25 - Memorial Day No School

Student Days= 19  
 Teacher Days= 20

## MAY '20

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    | 1  | 2  |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 |    |    |    |    |    |    |

## DECEMBER '19

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
| 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 |    |    |    |    |

4 - Progress Reports  
 23-31 Winter Break No School

Student Days= 15  
 Teacher Days= 15

## 5 - Graduation (K & 5)

9 - Last Student Day; ½ day dismissal at 12; Report Cards  
 10-12 Weather Contingency Days

Student Days= 7  
 Teacher Days= 7

## JUNE '20

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 |    |    |    |    |

## JANUARY '20

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    | 1  | 2  | 3  | 4  |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 |    |

1 - School Closed  
 2 - School reopens  
 10 - End of 2<sup>nd</sup> MP  
 15 - Report Cards  
 16-17 ½ day dismissal at 12; Parent Teacher Conferences  
 20 - M.L. King Day No School

Student Days= 21  
 Teacher Days= 21

## Total Number of Days:

Student Days= 180  
 Teacher Days= 190