



138 Greensburg Road, Martinsburg, WV 25404  
Phone **304.263.0011** Fax **304.267.0638**  
faithchristianacademy.net  
info@faithchristianacademy.net

Accredited by: Association of Christian Schools International  
North Central Association of Colleges and Schools

**"Academic Integrity with a Biblical World View"**

Parents of Pre-Kindergarten Students:

Thank you for entrusting your child to us this year. We would like you to be aware that there are additional forms that must be kept in every pre-kindergarten student's file. These forms are state mandated and the school's compliance will be evaluated annually. Please take the time to fill these forms out completely and accurately. If the information changes at any time during the year, please contact the school.

Pre-K4 students must be four years old by July 1<sup>st</sup>. Parents, please keep in mind that some pre-school students may not be socially ready for our structured program. We want you to be aware that our pre-kindergarten program is academically structured, and if a student is unable to adjust to the routine after an appropriate period of time, F.C.A. may ask you to withdrawal and wait another year. If your child has been asked to withdrawal from a previous day care and/or pre-school, this information must be disclosed at the time of the interview. F.C.A. reserves the right to contact previous pre-schools as a reference.

Students must be completely potty-trained before the start of school. While we understand that occasional accidents may happen, a student who has four or more accidents within a four week period may be asked to withdrawal and wait another year.

If your student has undergone testing for emotional concerns, ADD, ADHD, or other learning disabilities; or is suspected to have possible emotional, social, or physical delays, please be aware that this information will need to be disclosed during the interview process. It is our desire to serve your student in the most efficient way, and having accurate and updated information is essential. At this time, the school offers limited special education services.

Thank you for your understanding and cooperation with regard to your pre-kindergarten student. **Please sign this document verifying that you have read and comply with the policies as laid out above.**

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

Date: \_\_\_\_\_