



WEST PREP  
ACADEMY

Carland Washington, Principal  
Jesse Kupferman, Asst. Principal  
[www.ms421.org](http://www.ms421.org)

September 2, 2022

Dear Titan Families,

Welcome to West Prep Academy, home of the Titan Scholars! We look forward to working with all of you as a partner to ensure the success of all scholars. We have spent most of the summer preparing for the upcoming 2022-2023 school year and we encourage you to visit our website ([www.ms421.org](http://www.ms421.org)) regularly to learn more about the authentic learning experiences we are providing for our scholar's education. As we near the beginning of the school year, please review the following important information, and let's make this a successful year.

### **Jupiter Grades**

West Prep uses Jupiter Grades as the school's online grade book and for communicating with families. Parents and scholars will be issued accounts and passwords after the school receives an updated "Blue Card." Please fill out a new Blue Card when you come to pick up uniforms. Check the school website and Facebook for announcements regarding Jupiter grades accounts.

[www.Jupitergrades.com](http://www.Jupitergrades.com)

### **Uniforms**

West Prep Academy has a strict uniform policy to ensure our scholars attend school dressed in a professional manner. Our uniform policy will be strictly enforced throughout the school year. To support this policy, all students will receive 4 West Prep shirts which will need to be worn daily.

**Uniforms will be distributed on Tuesday, September 6, 2022, and Wednesday, September 7, 2022 (9:00-11:30 and 12:30-3:00), and on the first day of school for 6th graders and New Scholars ONLY. Returning 7th and 8th graders will receive their new uniform shirts the following week.**

### **Dress Code**

#### **Tops**

Scholars will wear an approved West Prep Academy uniform shirt EVERY DAY. Any changes will be communicated in advance.

Scholars are permitted to wear sweaters or light jackets if they get cold in class. Scholars may wear long sleeve shirts underneath their uniforms. With the exception of religious purposes, scholars are never permitted to cover their heads or faces.

### **(PLEASE TURN OVER)**



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## Bottoms

Scholars will not report to school in ripped or torn jeans, skirts, or shorts. All shorts, dresses, and skirts MUST extend beyond your fingertips with no undergarments showing.

## Cell Phone/Locker Policy

All West Prep Scholars will be assigned a locker for the school year. Scholars are responsible for providing their own locks. Scholars are required to place all outerwear, food, and drink in their locker during entry. Scholars are allowed to have a clear water bottle with them at their desk.

All scholars will be given a Yondr pouch for cell phone storage. Cell Phones are to be turned off and put away from 7:55 am - 2:20 pm (and during after school) each day. If cell phones are seen or heard, they will be confiscated and will only be returned to a parent or legal guardian. **No exceptions.** Parents or guardians can call the main office in case of an emergency. (Please see the attachment for more information).

At West Prep, we stand by an academic program that prepares students for college and career readiness. We will commit ourselves to preparing our scholars to become productive members of society that are able to compete in an increasingly complex world in which they will work and live. The caring and dedicated staff at West Prep will continue to encourage all scholars to set high goals for themselves and to reach for their dreams. Please let us know what we can do to support your family and your child's education.

With the work of all!

Carland Washington  
Principal