



1200 Waggoner Rd. Reynoldsburg, OH 43068

614-864-3506

www.messiahchristianschool.org

August 10, 2023

Dear Messiah Families,

It is hard to believe, but the start of another wonderful school year is quickly approaching. I am so excited to be starting this new journey with your family this year. The staff and teachers at Messiah Christian School are busy preparing their classroom communities and are looking forward to welcoming your wonderful children to our school.

Please mark your calendars and plan to attend our **Meet the Teacher Open House and Book Fair on Sunday, August 27, 2023 from 1:00-3:00 p.m.** The open house will be a great way for you and your child to meet our teachers and make some new friends. You are also invited to visit our book fair, which will be going on simultaneously. Come join us anytime between 1:00 and 3:00 p.m. for an afternoon of fun and fellowship as we kick off the 2023-2024 school year!

The **first day of school** for our students will be **Tuesday, September 5, 2023.**

Parents and or those parties financially responsible for **monthly tuition payments** (payment option 2 or 3) are reminded to establish an account with Procure, our tuition management company, or turn in a tuition express authorization form for us to run monthly automatic payments, no later than **August 31, 2023.** This can be accomplished from the school's website, by clicking on the Procure icon. Those individuals choosing payment option 1 or 4 please note your **full or monthly tuition payment is due to the school on or before August 31, 2023.** Your payment may be made by check, cash or money order and can be brought to the school office or mailed to the school at the letterhead address. In either case, failure to execute your chosen payment option by August 31st may result in the loss of your child's place on our class roster.

Please provide your child's medical form 1305 to the school on or before their first day. This form must include your child's latest immunization and physical examination records complete with your physician's signature and date. The form



1305 is available online or in the school office and was a part of the registration package. We ask that you please fax, drop this form off at the school office, or email it to acarroll@messiahchristianschool.org or mail it to the school at the letterhead address. Failure to provide your child's medical form 1305 to us by the first day of school may result in a delayed start until such time as the form is provided. Please help us keep your child safe and happy while attending our school.

Finally, it is important that we are able to communicate with you via email to ensure you are kept up to date on both school and classroom activities and announcements throughout the school year. We will be testing our website email data base by sending out a **TEST ONLY email on Friday, August 25, 2023**. Please make a note of this date and contact the school office immediately if you do not receive this email.

The school office is open from 9:00 a.m.-3:00 p.m. on Wednesdays through August 30, 2023. Once the school year begins on September 5, 2023, the office will be open daily from 9:00 a.m. to 3:00 p.m.

We look forward to seeing you and your wonderful children very soon and are happy to assist you in any way. Enjoy the remainder of your summer!

Sincerely,

Allison Carroll, Director

acarroll@messiahchristianschool.org

Important Dates

Tuition Payments/Procure-August 31, 2023

Test Email-August 25, 2023

Open House and Scholastic Book Fair- August 27, 2023-1-3 p.m.

Parent-only orientation- August 31, 2023 at 7 P.M.

First Day of School Kindergarten and all Pre-K Classes-September 5, 2023

