



Hello Heritage Family!

We are so excited for the start of the 2025-2026 school year! School hours are 8:00 am to 3:30 pm Monday through Thursday. Our first day of classes will begin on **Wednesday, July 16th**.

This email will give you the information you will need to prepare for the upcoming school year. It is imperative you read through this email in its entirety and **CLICK ON THE LINKS!!!** Most of your questions will be answered here. We will refer to this **"Very Important Email"** should you reach out to us with questions found within!

CLASS SCHEDULES

Your scholar's schedule will be available to view in PowerSchool on July 11th at 5:00 PM. You must use a computer to see the schedule. **The PowerSchool app will not show their schedule until the first day of school.** Directions on how to login on your computer are found below under "PowerSchool Logins".

SCHEDULE CHANGES

A schedule change will only be considered for the following reasons:

- Medical necessity, as documented by a physician
- Class of 2026 Senior missing a required course
- Missing a course in your schedule (there's a blank spot in your schedule). Seniors can have blank spots if they are coming in late or leaving early.
- Incorrect class placement (i.e. placed in College Mathematics instead of General Math)

If you feel that your reason for requesting a schedule change conforms to one of the reasons listed above, please go ahead and complete this form:

[SCHEDULE CHANGE REQUEST FORM](#)

During the first two weeks of school, your request will be evaluated and if it is determined that a schedule change is possible, your scholar will be called to the office during school to discuss options. You will receive an email if the requested schedule change is not possible.

MEET THE TEACHER NIGHT

Meet the Teacher Night will be held on **Monday, July 14th**!

Last Names A-M come from 6:00 – 7:00 PM

Last Names N-Z come from 7:00 – 8:00 PM

Join us in the gym and meet all your teachers! You will also be able to visit with the PTO, tour the campus, and find your classrooms. We will have uniforms for sale at the event for your convenience. Stella's Shop will be there selling NEW uniforms and we will also have some USED uniforms we will be selling for \$5.00 each while supplies last (**CASH ONLY**). Here is a link to our approved uniform vendors for your reference: <https://hamaricopa.com/uniforms/>

COURSE FEES

All fees for fall semester will be due on **Thursday, July 31st**. Payments are made ONLINE ONLY through <https://www.myschoolbucks.com/>. **You will receive invoices for any fee bearing classes on July 23rd (one week after school starts)**. We DO NOT accept cash or checks.

2025-2026 COURSE FEES

HOW TO PAY FEES THROUGH MYSCHOOLBUCKS

HOW TO PAY FEES WITH ECA TAX CREDIT FUNDS

If your scholar has an ECA account credit, we will automatically apply the credit to the open invoice. Please allow one week from the invoice due date for the credit to be applied.

POWERSCHOOL LOGINS

All Parent and Student PowerSchool Access codes can be found in the blue folder you received at Orientation. **Existing scholars who have already logged into PowerSchool as a Heritage scholar, will NOT need to do it again.** If you have multiple scholars and need their accounts linked, please send an email to thoffman@heritageacademyaz.com with your scholars names, and we can link them for you.

HOW TO LOGIN TO POWERSCHOOL

GOOGLE CLASSROOM

All Heritage scholars have been assigned an email address to use to sign-in to Google Classroom. **They will sign into their email on their first day of school while on campus and create a new password. Teachers will invite the scholars to their Google Classroom in the first few days of class.**

SCHOOL SUPPLIES

The following is a list of items recommended for each class. If you don't see one of your classes listed, your teacher will provide a list of items needed on the first day of class.

HERITAGE ACADEMY SUPPLY LIST

ATTENDANCE

1. Call the school or use the Safe Arrival App before **10:00 am** the day of the absence.

HOW TO REPORT AN ABSENCE THROUGH SAFE ARRIVAL APP

2. Leave a message or report **the reason** for the absence.
3. Check **google classroom** for work they missed in class.

Any scholar who misses ten percent (10%) or more of classes (usually five or more per semester) in a given subject, may not receive credit for that subject. Each teacher sets his/her own policy for work missed. Furthermore, many experiences and activities by their very nature cannot be duplicated or "made up."

TARDY POLICY

Scholars are allowed to be dropped off starting at 7:30 am and are considered tardy if they are not in their seat by 8:00 am. If a scholar is tardy more than 3 times/semester they will be pulled into a "lunch sweep," (similar to a detention) during their lunch period, and for every tardy after. A meeting with Parents is held on the scholar's 5th tardy, and a scholar will be suspended on the 6th tardy.

DRIVELINE

We have double traffic lines around our building. Please always follow directions of staff members. Once you have reached the drop-off zone, pull all the way up to the crosswalk (or as far as you can) before dropping off.

If you are in the **LEFT** lane, scholars must exit to the sidewalk out of the **LEFT** side of your vehicle. If you are in the **RIGHT** lane, scholars must exit out of the **RIGHT** side of the vehicle and walk up to the crosswalk to cross traffic. Please leave the center lane open for vehicles to exit.

After school, **the driveline will not open until 3:20 PM**. Vehicles are not allowed to line up on the streets until 3:15 PM. The Maricopa Police Department will be issuing citations for anyone in violation. **If you do arrive early, please use the gravel lot on the West side of Our Lady of Grace Parish as a “Cell Phone Lot.” At 3:20 PM you may enter the driveline.** Please queue up in both lanes around the building to maximize vehicle capacity.

MAP OF DRIVELINE

PARKING PERMITS

Due to the construction, there will be a limited number of scholar parking permits available for **Seniors Only**. The cost will be \$75 (which includes the painting fee) and are available on a first come, first served basis. A separate email will be sent out to Seniors with requirements and purchasing information on July 7th.

All other scholar drivers are welcome to park in the “Cell Phone Lot” (free of charge). Parking is not allowed on the neighborhood streets. Violators will be towed at the vehicle owner’s expense.

FORGOTTEN “OOPS” ITEMS

If your scholar forgets items for school, we ask that you fill out the “OOPS” form in the front office. Your scholar will be notified that the item is at the front office. As a reminder, **no outside food (fast food or delivery) is allowed.**

COURSE PRE-ASSESSMENTS

Each teacher will be administering a pre-assessment in every class. This information will help us determine if we have them placed correctly.

LUNCH INFO

Scholars are able to pack and bring a lunch from home, or lunches are available for purchase at myhotlunchbox.com. You will need to create an account if you haven’t already. If you do have an account, please visit the profile section to update your scholar’s grade level to the correct one. The calendar should be open to orders a week before school starts. Vendors are subject to change at the start of each semester. **No outside food (fast food or delivery) is allowed.** The school does not provide a lunch if your scholar forgets.

MY HOT LUNCHBOX FLYER

UNIFORMS

Uniforms must be purchased from one of our approved vendors and are required starting the first day of school:
<https://hamaricopa.com/uniforms/>

Our local vendor, Stella's Shop, will be at Meet the Teacher Night selling NEW uniforms and we will also have some USED uniforms we will be selling for \$5.00 each while supplies last (**CASH ONLY**). Please review the dress code before you purchase uniforms for the upcoming year:

SCHOLAR HANDBOOK HIGHLIGHTS

MEDICATION

Heritage Academy requires written permission by a parent/guardian for administration of any over-the-counter medication at school, including Tylenol, Advil, Benadryl, or Cough Drops. Please complete the following form as it applies to your scholar.

OVER-THE-COUNTER MEDICATION AUTHORIZATION

In cases where medication is required by a doctor to be given during school hours, Heritage Academy officials administer prescription medication in the school setting per specific state law regulations. The following form needs to be completed EVERY YEAR by the doctor and delivered to the school by an adult with the medication.

ADMINISTERING MEDS FORM

ATHLETICS

Athlete physical forms and the athletic packet can be found on our [HEROES ATHLETICS](#) page on our website. Most health care providers will complete the physical form as part of the yearly well check at no cost. Physicals will be available at a cost here at the school around the start of school. A sign-up will be sent out with available times and additional information. For questions, please reach out to Mr. Miller, our Athletic Director, at Jeffrey.mill@heritageacademyaz.com.

BAND/ORCHESTRA RENTAL

For more information about instrument rentals, please call Milano's Music at 480-827-1111. We have an instrument rental night on campus on July 17th from 4:00 – 7:00 PM in the gym.

HELPFUL LINKS

[2025-2026 ACADEMIC CALENDAR](#)

[2025-2026 BELL SCHEDULE](#)

[SCHOLAR HANDBOOK](#)

[HERITAGE ACADEMY SUPPLY LIST](#)

[ATHLETIC PACKET AND PHYSICAL](#)

[CITIZENSHIP SERVICE HOURS](#)

[TRANSCRIPT REQUEST](#)

[GRADUATION REQUIREMENTS](#)

[HIGH SCHOOL AND COLLEGE PLANNING](#)

WITHDRAWING?

If you are moving or plan to attend a different school for the upcoming school year, please fill out the following form: [HERITAGE ACADEMY WITHDRAWAL REQUEST FORM](#). We do have a waitlist and would like to offer the seat if your scholar won't be attending. We appreciate those of you who have completed the form. **If you have withdrawn from Heritage over the summer, you may continue to receive emails and notifications until the first day of school on July 16th.**

We are so grateful for our supportive parents! We really do have the most FABULOUS parents and scholars in Maricopa! Thank you! Thank you! Thank you for being part of our Heritage Family! We can't wait to see what the 2025-2026 school year will bring!

Kind Regards,
Heritage Academy Administration