



CLEVELAND PREPARATORY ACADEMY

4850 Pearl Road, Cleveland, OH, 44109 | 216.741.2991 | www.clevelandprepacademy.org

Dear Cleveland Preparatory Academy Families,

As the proud Principal of our wonderful EarlyK-8th grade academy, I would like to extend a warm welcome to all of our new and returning students and their families.

We hope this letter finds you in good health and high spirits as we embark on the upcoming 2025-2026 academic year at Cleveland Preparatory Academy. We are thrilled to have you as part of our close-knit school community and look forward to a year filled with growth, learning, and memorable experiences.

Our mission is to prepare students with the ability to be leaders by promoting unity, acceptance, and knowing the potential of their voice. We believe that a strong partnership between the school, parents, and students is crucial in achieving this mission. Together, we can create a supportive and enriching educational journey for each child.

Throughout the year, we will be offering a wide range of academic programs, extracurricular activities, and special events to enrich the educational experience of our students. These may include field trips, sports tournaments, science fairs, art exhibitions, and community service initiatives. We encourage all students, parents/guardians to actively participate and make the most of these opportunities for personal growth and skill development.

Please note that the first day of school for all K-8 students is Monday, August 18, 2025, at 8:00am and breakfast starts at 7:30am. We kindly request parents to ensure that their child arrives on time and is prepared for an exciting day of new beginnings.

Should you have any questions, concerns, or suggestions throughout the school year, please do not hesitate to reach out to us. We are here to support you and your child every step of the way.

On behalf of the entire staff at Cleveland Preparatory Academy, I once again extend a warm welcome to all our students and families. Together, let us make this academic year one filled with growth, achievement, and lifelong memories!

Wishing you a phenomenal year ahead!

Sincerely,

Mr. Khemet Burnett, B.a
Principal EK-8

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July 11, 2025

Dear Panther Family,

We want to welcome you and your scholar(s) to Cleveland Preparatory Academy and are excited to begin the year with you. As we approach the beginning of the school year, I want to thank all of you within the CLPA school community for embodying dedication, teamwork, and commitment to continuing education together for our students.

Over the coming weeks we will be releasing more detailed information. Please make sure you check your email, the school website, Class Dojo, our Facebook page periodically for important information and upcoming events.

In this packet, you will find important dates for our back-to-school event, social calendar, leadership contact information, drop off/pick up information as well as options for childcare. If you have any questions about the rules and expectations, please feel free to contact us or to discuss them with your child's teacher. It is very important that you and your child are fully informed regarding standards related to appropriate behavior for a safe and productive school year.

There are still openings in each of our classes, grades EK to 8. If you know of parents who are looking for a high-quality school, I hope you will share with them what you have learned about Cleveland Preparatory Academy. Ask them to call the school office at 216-741-2991 to receive more information.

We look forward to working with you to provide the rigorous and effective education you want for your child, in a school marked by safety, caring, and respect for students and their families. The wonderful Cleveland Preparatory staff feel privileged that you will be a part of this school family. We thank you for your support and look forward to meeting you.

Best Regards,

Cleveland Preparatory Academy

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July 11, 2025

Dear Cleveland Preparatory Academy Families:

Our team is excited for the 2025-2026 school year. Our goal at Cleveland Preparatory Academy is to provide our students with an outstanding education in a safe, secure, and nurturing environment. In an effort to provide a safe environment for your child, we have established appropriate arrival and dismissal procedures for our scholars. I trust that each parent/guardian has the same concern for the safety of their scholar(s) and is willing to cooperate with the procedures each day.

Attached you will find a detailed outline of the arrival/dismissal logistics and procedures. The included map will provide an aerial view of the traffic flow expected in the parking lot. Please be sure to share this information with anyone responsible for transporting your child to and from school. Please know that we take student safety and school security very seriously and we feel that the procedures put in place for arrival/dismissal in the parking lot is best for the safety of our scholars.

Leadership members and other staff members will be made available to assist in the safe arrival/dismissal of our scholars. It is expected that parents/guardians will be mindful of the reminders being shared by these individuals and will cooperate, setting a good example to our children that rules are intended to be followed. ***Parents/Guardians should remain in vehicles.***

Thank you in advance for your cooperation and support for our arrival/dismissal procedures as we strive to protect your child.

Yours in education,

Cleveland Preparatory Academy Leadership Team

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7/7/23, 2:43 PM Google Maps

Arrival & Dismissal

Google Maps Cleveland Preparatory Academy Arrival 2023-204

Imagery ©2023 Google, Imagery ©2023 Maxar Technologies, Map data ©2023 20 ft

Legend

- * = Staff Member
- Blue Grid = Staff Parking
- Grey Grid = Visitor Parking
- Red X = No Parking
- Green Outline = Yellow Bus Zone Only
- Arrow = One Lane for Cars and Busses

Day care Busses

<https://www.google.com/maps/@41.4246611,-81.7212852,82a,35y,39.45t/data=!3m1!1e3?entry=ttu> 1/1

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Point of Emphasis for Dismissal:

- ❖ At no time do parents enter the school building after 2:30pm (Monday-Friday) for Parent Pick-up.
- ❖ Please have the place card provided to you on the dashboard of your car. This will allow for the person typing names, to spell your scholar's name correctly, and the process is more efficient.
- ❖ **At no time should parents exit their vehicles in the Parent Pick-up line once dismissal begins**
- ❖ No scholar will be dismissed to vehicles while the line is moving (cars in motion).
- ❖ Vehicles must follow the traffic pattern (SEE MAP ATTACHMENT) and follow all traffic rules/laws with regards to pedestrians and right-of-way.
- ❖ Students that are not picked up by the conclusion of parent-pick up dismissal (4:00PM) must be picked up in the main office area.
- ❖ **A signed note must be provided or a phone call must be made to the school to the office manager before 2:00PM (Monday-Friday) if a student is going home with another family member at Parent Pick-up (the same process that should be followed if a child is going home on a different daycare/after school van or not getting on the Yellow Bus).**

Parking Lot Arrival Procedures

- ❖ If your scholar is a parent drop-off, daycare rider, and/or van rider; they will need to be dropped off in the school's parking lot. The entrance of the parking lot is located off Pearl Road and Northcliff Ave (SEE ATTACHED MAP).
- ❖ Arrival traffic patterns will be the exact same as dismissal (SEE ATTACHED MAP).
- ❖ Mr. Burnett or another staff member will be at the front walkway of the school to greet scholars. (*subject to change based on weather conditions*)
- ❖ **NO Scholars will not be allowed to enter the building before 7:30am.**
- ❖ **NO Parent/Guardian are permitted to enter the building during arrival (Monday-Friday 7:30AM-8:00AM).**
- ❖ If your scholar uses Yellow Bus transportation, they will enter the building from Pearl Road, walking on a designated path. A Cleveland Preparatory Academy staff member will be present in the parking lot to escort scholars into the building from the yellow bus.

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Walkers Arrival/Dismissal Procedures

- ❖ Families who walk to the school from home will pick up and drop off their scholar(s) at the entrance of the building on Northcliff Ave. If students arrive at school after 8:00am, you enter the school at the main entrance on Pearl Road.
- ❖ The family member coming to pick up the scholar will give one of the staff members the name of the scholar(s) and the scholar(s) will be dismissed from the cafeteria area.

RTA Arrival/Dismissal Procedures

- ❖ Families who take the RTA to and from school will pick up their scholar(s) at the entrance on North Cliff Ave.
- ❖ The family member coming to pick up the scholar will give one of the staff members the name of the scholar(s) and the scholar(s) will be dismissed from the multipurpose room.
- ❖ If a scholar takes the RTA to and from school on his or her own, those scholars will be escorted from the cafeteria area by a staff member to the bus stop.
- ❖ RTA Scholars will enter the school at the Northcliff Ave entrance of the school during arrival.
- ❖ **Please Note: During arrival a staff member WILL NOT be present to meet scholars at the RTA bus stop in the morning.**

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Yellow Buses

- ❖ Scholars who take the yellow bus to and from school will have a designated bus route/stop given by the transportation department.
- ❖ If your scholar uses Yellow Bus transportation to arrive at school, they will enter the building on Northcliff Ave walking on a designated path. A Cleveland Preparatory Academy staff member will be present in the parking lot to escort scholars into the building from the yellow bus.
- ❖ Scholars who ride the yellow bus from school will be gathered by a staff member as the buses arrive on the school campus (SEE ATTACHED MAP).
- ❖ Scholars will be escorted to their respective bus by a staff member at 3:30pm to ensure scholars get on the bus safely.
- ❖ **NOTE: Attendance is taken by the bus monitor prior to scholars getting on the yellow bus to ensure scholars are on the right bus.**
- ❖ **NOTE: Students should arrive 5 mins early to the bus stop in the morning.**
- ❖ **Any scholar K-3 will not be dismissed off the yellow bus if there is no parent there to pick them up.**

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July 10, 2025

Dear Cleveland Preparatory Academy Families:

This letter is to remind you that we have a strict pick-up/ drop off policy at Cleveland Preparatory Academy. When you enrolled your scholar(s) at Cleveland Preparatory Academy, you received a Family Handbook (<https://clevelandprepacademy.org/>, click the resource tab, and you will see the family handbook) stating the hours of operation (7:30AM-3:30PM Monday-Friday, scholars are tardy after 8:00AM).

If our hours of operation do not meet your needs, we have provided a list below of childcare centers that provide before and aftercare services in our area. The policy states “children are not to be dropped off before 7:30am or picked up after 4:00pm” unless the scholar is participating in an after-school activity. **LATE PICK UP POLICY:** *Students must be picked up within one hour after the completion of the School day. Students who are serving detention or attending an after school program, must be picked up from the school within 15 minutes after the completion of the detention or school program. If the students are not picked up from school within 15 minutes as described above, then a school staff member may contact the local police station and/or may contact children services.*

Please be considerate of our staff in following the school times, with the exception of an extreme emergency. If a parent or authorized adult will be late, it is their responsibility to notify the office as soon as possible or a member of the leadership team. We understand that emergencies arise. We also understand that traffic can be challenging or hectic, but **we expect** all children to be picked up on time.

We are happy to provide the list of services for our Cleveland Preparatory Academy families but would appreciate you honoring our arrival and dismissal time policy. Thank you for your commitment to be on time to pick- up your child or drop them off at the **mandated time**.

Yours in Education,

Cleveland Preparatory Academy Leadership Team

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Organization/Business	Phone Number	Address	Before care Services	After-care Services	Transportation
Loving Cup Kids Academy Of Old Brooklyn	(216) 351-2100	4650 State Rd. Cleveland, OH 44109	Yes	Yes	Call for Request
Loving Cup Kids Academy Of Brooklyn	(216) 398-3800	4476 Ridge Rd. Brooklyn, OH 44144	Yes	Yes	Call for Request
Horizon Education Center: Old Brooklyn	216-584-5437	4142 Pearl Road Cleveland, OH 44109	Yes	Yes	Call for Request
Pleasurable child care center II	216-471-8444	2046 Pearl road Cleveland, OH 44109	Yes	Yes	Call for Request
Leah's Creative Learning Center	216-862-2000	2330 Broadview Road Cleveland, OH 44109	Yes	Yes	No
A Step Above Care Academy	(216) 334-5180	3728 Pearl Rd, Cleveland, OH 44109	Yes	Yes	Yes
Mini Miracles					Yes

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Dear Cleveland Preparatory Academy Families,

We are proud of our beautiful school and our beautiful uniforms. Most especially, we are proud of our scholars' academic success. To that end, we want all our scholars to look and feel their best at school. All scholars at Cleveland Preparatory Academy are required to wear a uniform every day. **Our K-8 uniforms consist of a white, green, or burgundy short or long sleeve polo shirt, white long or short sleeve oxford shirt, black or white socks, and black or khaki school pants (no jeans). Female scholars are allowed to wear jumpers or skirts. Scholars are allowed to wear green, white, or burgundy cardigans and crew neck sweaters. HOODIES ARE NOT PERMITTED in the classroom... Scholars CANNOT wear a coat or jacket in the classroom. No Leggings should be worn at any all.**

In addition, students are allowed to wear black dress and/or casual shoes (**SOLID BLACK** Air Force One's, Airmax, Adidas, Puma's, Vans, Sperry's will also be allowed). CROCS or Bubble Slides are NOT ALLOWED.

As specified in the family handbook (please obtain a copy on <https://clevelandprepacademy.org/> click the resource tab and look under family handbook) that each family signed at the beginning of the year, we expect ALL scholars to wear their school uniform daily. If your scholar comes to school without their Cleveland Preparatory Academy uniform, they will receive a consequence. Thank you to the families who have already committed to our uniform policy. If your family has financial difficulties, please let the leadership team know, so we can assist you.

We appreciate your cooperation and support. Please help us create an ideal and joyful learning environment. Our uniform colors are happy, bright, engaging and are an essential part of our school's identity. For additional information, please feel to contact our team. Please see below a list of stores where you can purchase our school uniform.

Sincerely,

Cleveland Preparatory Academy Leadership Team
216-741-2991

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Name	Address & Phone Number	Website
Walmart	10000 Brookpark Rd, Cleveland Ohio, 44130; (216) 741-7340	www.walmart.com
Target	6850 Ridge Rd, Cleveland Ohio, 44129; (440) 842-9001	www.target.com
Kohl's	6860 Ridge Rd, Cleveland Ohio, 44129; (440) 884-2600	www.kohls.com
School Uniforms	10613 Lorain Ave, Cleveland, OH 44111 (216) 501-8197	N/A

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In order to ensure all students are ready for classroom learning, all families must adhere to the following uniform policy.

DRESS AND GROOMING

Parents of EK/Kindergarten through 8th graders can purchase uniform pieces from any vendor of their choosing.

ALL CLEVELAND PREPARATORY ACADEMY STUDENTS ARE REQUIRED TO BE IN PROPER UNIFORM EVERYDAY, UNLESS NOTED OTHERWISE.

*****MALE DRESS CODE*****

PANTS- Black or Khaki Pants only- NO denim (blue jean material), or sweatpants. Long pants only. Shorts are better during the warmer months.

SHIRTS-

- Full button down with collar (Oxford Style Shirt) long or short sleeve
- Polo shirts will be permitted- White, Green, or Burgundy

SOCKS – Solid black or white must be worn.

SHOES – Black dress/casual shoes (**SOLID BLACK** Air Force One's, Vans, Sperry's, Air-max, Puma, Adidas, etc... will also be allowed). **CROCS or Bubble Slides are NOT ALLOWED.**

BELTS – **BLACK ONLY-** The buckle should be small and should not say anything.

Jewelry - Scholars are permitted to wear studs for earrings (one per ear) and wristwatches are permitted; otherwise, no other jewelry (including body piercing jewelry) of any kind, is permitted.

Hair- The style is a parenting decision but the inclusion of items into the hair must meet the following restrictions; the items may not be removed for any length of time during the day. The item must be very secure and if beads or other small items begin to fall the student will be asked to remove the rest, place them in a bag and take them home. If the hair includes any items or symbols that can be interpreted as offensive, the item must be removed. Students will only be permitted to groom themselves in the restroom at school. **Hairbrushes, combs, and other items used outside of the restroom will be confiscated.**

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TATTOOS – Fake or Real – are considered inappropriate and are unacceptable.

KEYCHAINS – The keychain should be under the shirt, or in the pocket completely. Keys or chains should never be visible at school.

UNDERCLOTHES – Any underclothing that can be seen including but not limited to, boxers, briefs, white tees, sleeveless undershirts, is grounds for suspension. All undergarments should stay under the clothing of the child at all times.

OTHER – All other items must be authorized in writing by the Principal.

FEMALE DRESS CODE

PANTS- Black or Khaki pants only- NO denim (jean material), yoga, leggings or sweatpants. Long pants only. Black or Khaki Bermuda shorts are allowed. Belt loops on the pants are **PREFERRED**

SKIRT – Black or Khaki skirts must not be more than 1 inch above the knee. Girls must wear shorts under skirts on the days designated for physical activity.

JUMPERS – Girls in grade EK/K-8 may wear a black uniform jumper with a simulated vest top attached to the skirt. Skirt length must not be more than 1 inch above the knee.

SHIRTS-

- Full button down with collar–white long sleeves or short only
- **Polo Shirts White, Green, or Burgundy only.** All shirts must be fully tucked in and buttoned to the top, according to the school policy.

SOCKS – Solid black or white must be worn.

SHOES – Black dress/casual shoes (**SOLID BLACK** Air Force One's, Vans, Sperry's, Air-max, Puma, Adidas, etc... will also be allowed). **CROCS or Bubble Slides are NOT ALLOWED.**

PURSES – If a scholar brings a purse to school, the purse will be required to remain in their backpack. Purses will not be permitted in desk or carried about the school. Personal hygiene may be carried in a small purse. Scholars who this may affect, should keep purse in backpack and can retrieve purse with personal hygiene items when appropriate.

JEWELRY- Conservative jewelry is permitted. Some necklaces, bracelets and rings may be prohibited. Anything not listed that you wish to send your child wearing please call the Family

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and Community Liaison or Principal and get written permission before sending. All items not listed are considered out of uniform, unless approved in writing by the Principal.

TATTOOS – Fake or Real – are considered inappropriate and are unacceptable.

HAIR – The style is a parenting decision but the inclusion of items in the hair must meet the following restriction; the items may not be removed for any length of time during the day. The item must be in very secure and if beads or other small items begin to fall the student will be asked to remove the rest, place them in a bag and take them home. If the hair includes any items or symbols that can be interpreted as offensive, the item must be removed. Students will only be permitted to groom themselves in the restroom at school. **Hairbrushes, combs, and other items used outside of the restroom will be confiscated.**

KEYCHAINS – The keychain should be under the shirt, or in the pocket completely. Keys or chains should never be visible at school.

MAKEUP – No Make-up of any kind is permitted including glitter. Even bringing the items unopened and unused will be grounds for disciplinary action. All lotions and lip balm must be applied in the restrooms and not during instruction.

UNDERCLOTHES – Any underclothing that can be seen including but not limited to, boxers, briefs, white tees, sleeveless undershirts, is grounds for suspension. All undergarments should stay under the clothing of the child at all times.

OTHER – All other items must be authorized in writing by the Principal.

HAIR AND HYGIENE

Students who bring hair products, or grooming tools, to school can have them taken if used or seen anywhere other than the restroom.

***All students should wear deodorant. We do not have a shower facility after physical activities classes.**

***During enrollment, parents must sign a contract stating that they understand that no child may ever be out of uniform without written permission from the school for any reason. There is no valid excuse for students to come to school without being fully compliant with the dress code.**

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Leadership Contact Information

Name	Position	Phone Number	Email
Mr. Khemet Burnett	Principal EK-8	Cell: 440-728-6152 Office: 216-741-2991 ext 41700	Kburnett@clevelandprepacademy.org
Ms. Yolanda Wilson	Office Manager	Office: 216-741-2991 ext 41733 Cell 216-710-7113	ywilson1@clevelandprepacademy.org
Ms. Darlene Montague	Executive Principal (Assistant Superintendent)	Office: 216-741-2991	dgoss@euclidprep.org

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