



# Christopher Academy

## ALUMNI VISIT GUIDELINES

Dear Alumni and Parents of Alumni,

We love seeing our alumni and hearing about how they are doing. We always encourage visits and enjoy the opportunity to spend time with our alumni. Since many of our alumni look forward to coming back to visit, we have set some guidelines to help ensure that our teachers and office staff can plan ahead for their visit.

Please help us out by following these guidelines:

- Please schedule your visit in advance by contacting the school office
  - Call 484-6776
  - Email: [phyllis.shannon@christopher-academy.org](mailto:phyllis.shannon@christopher-academy.org)
- Only two alumni may visit on the same day. We have found that having more may be great fun for the alumni, but does require more attention from the teachers and office.
- Visits may be only for the mornings up through lunchtime.
- Short visits are better (our alumni get restless when normal class instruction does not apply to them). Consider just visiting during lunchtime when teachers and current students have free time to talk.
- If you are looking for community service hours, our teachers will find appropriate jobs for them to do. Letters documenting their volunteer hours can be provided if needed.
- Consider volunteering to help at our annual events such as:
  - Holiday Mouse Breakfast, Saturday, December 3 (volunteers are always needed in the craft rooms)
  - Enrollment Open House in January (date to be announced – volunteers are needed to be tour guides and help with refreshments)
  - Field day on May 25 (volunteers are needed to help with different stations)

We will try to keep you updated on our other events such as our back to school picnic and the annual Christopher Academy flag football game. It is great to see many alumni attending these events. Remember to keep us posted on how you are doing. We love to hear your news. Be sure to be our FACEBOOK friend as we will periodically post some of our events there.

Sincerely,

Phyllis Shannon  
Head of School