



ARCHWAY CLASSICAL ACADEMY | TRIVIUM WEST A Great Hearts Academy

2001 North Bullard Avenue | Goodyear, AZ 85395 | Office: (623) 414-4883 | Fax: (623) 889-6286 | www.archwaytriviumwest.org

Updates from the Front Office: Remote Learning, Re-enrollment & Yearbooks

Good Morning, Archway Trivium West Families,

We hope this first week of remote learning has been smooth for you. As a final reminder, the deadline to request a packet for your student(s) for next week is **noon today**. If you need a packet, please let us know by [filling out this form](#). Needs for last week are not automatically assumed to be the same this week; you must let us know if you need us to provide you with either a complete packet or a student work packet.

We also have some updates on re-enrollment. Many of you have had questions, and we appreciate your patience during this time. First, we would like to assure you that your child(ren) are not in jeopardy of losing their spot here at Archway Trivium West if you have not completed your re-enrollment paperwork yet. The process has been put on hold and deadlines have been extended. If your re-enrollment is incomplete, you should expect to receive a communication from Great Hearts next week inviting you to complete your packets online. Our lead office has been working diligently to find a way to support our families while adhering to CDC guidelines and recommendations. This year, you will be able to submit your packets with an electronic signature.

Lastly, if you have not ordered your yearbook yet, there is still time. The deadline is **midnight tonight**. Sales have been extended for *soft cover yearbooks only*. Add your scholar's name and portrait to the cover for only \$3 more. [Order your yearbook here!](#) If you do not order a yearbook, we cannot guarantee that we will have one for your scholar at the end of the year.

If you have any questions, please don't hesitate to reach out. We miss seeing your faces in the office, but we are still here to help and support you however we can!

Thank you,

[Kristina Eckert](#) | Office Manager

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