



## Welcome Packet

Columbus City Preparatory School for Boys (CCPSB)  
2025-2026 School Year

### School Information

CCPSB Principal - Dr. Michael Warren

CCPSB Address- 3450 Medway Avenue, Columbus, Ohio, 43213

CCPSB Phone Number- 614-365-6616

CCPSB Website: <https://www.ccsbh.us/CCPSB>

CCPSB Social Media:  @columbusprepforboys  @columbuscitypreparatoryschoolforboys

### New Families

#### **Welcome to Boys Prep!**

We're so excited to have you join the Boys Prep family! Now that your child is officially enrolled in CCPSB, please take a moment to complete our **CCPSB Connections Checklist** and review the **FAQs** at the bottom of this document to help you get started. To stay up to date on important news, events, and school highlights, we encourage you to **subscribe to our bi-weekly/monthly Smore newsletter**. If you know another family looking to join Boys Prep, the enrollment steps can be found under **"CCPSB Important Parent Information"** in the section titled **"Steps for Enrollment into CCPSB."** Welcome again—we're so glad you're here!

### Returning Families

Every story of life has a beginning, middle and end. Likewise every school year has a beginning, middle and end. We are grateful and excited that you decided to write your personal life story in conjunction with our school story this year. We plan for this year to be the best school year. Here are some things that are important including changes from last year.

### CCPSB Important Parent information

#### Steps for Touring CCPSB

- Tours are typically given on Monday's and Friday's in the morning.
- If you would like to schedule a tour please call: 614-365-6616 to get a tour scheduled.

#### Steps to access Infinite Campus

- Call the school your scholar is currently enrolled in, and ask the secretary or school counselor for your personal access code.
- Go to the Columbus City Schools website: <https://www.ccsbh.us/>
- Scroll down and click on PARENT PORTAL (<https://www.ccsbh.us/Page/2437>)
- Follow the steps on this page to set up your Infinite Campus account

### Steps for Enrollment into CCPSB

- Log into [Infinite Campus](#) just like you do when you check your scholars grade and attendance.
- Fill out the Lottery Form and submit it.
- Accept your position at CCPSB when your notice arrives (time-sensitive).

### Checklist for Columbus City Preparatory School for Boys

- ☐ Family has access to the CCS District Parent Portal of Infinite Campus and all completed forms (Address, Phone, Photo Release)
- ☐ Family has access to the School Class Dojo for SChool and Classroom Updates (Picture dates, Testing, School Closures, Special Events, Virtual Meetings)
- ☐ Family has access to the School Calendar
- ☐ Family has access to the link and understands how to complete the Absence Forms for the School Office
- ☐ Family has access to the link and completed the form for Arrival and Dismissal directions for the school
- ☐ Family has access to the link and completed the Required Medical forms for the School Nurse
- ☐ Family has Access to the links for Strong Family Resources (Home Resources, Career Resources, Wellness Resources.)

### Bell Schedule:

Period	Start Time	End Time	Length
<b>Breakfast</b>	<b>7:15 AM</b>	<b>7:30 AM</b>	<b>15 min</b>
<b>Homeroom</b>	<b>7:30 AM</b>	<b>7:42 AM</b>	<b>12 mins</b>
Period 1	7:45 AM	8:33 AM	48 mins
Period 2	8:36 AM	9:24 AM	48 mins
Period 3	9:27 AM	10:15 AM	48 mins
<b>Period 4 (LUNCH)</b>	<b>10:18 AM</b>	<b>11:06 AM</b>	48 mins
Period 5	11:09 AM	11:57 AM	48 mins
Period 6	12:00 PM	12:48 PM	48 mins
Period 7	12:51 PM	1:39 PM	48 mins
Period 8	1:42 PM	2:30 PM	48 mins
<b>Dismissal</b>	<b>2:30 PM</b>	<b>2:35 PM</b>	<b>5 mins</b>

Scholar Dress Code:

**Official Uniform:**

- Long or short sleeved, White or Maroon oxford shirt with embroidered school crest
- Black sweater vest with embroidered school crest (optional)
- Black V-neck pullover with embroidered school crest (optional)
- Black pants- No jeans or cargo pants, sweat pants, or joggers.
- Plain black leather belt with no adornments or decorations.
- All black dress shoes or all black tennis shoes, No sandals
- Black socks
- Tie- Maroon (6th grade), Black (7th grade), Maroon/Black Striped (8th grade)

**Unofficial Uniform:**

- Long or short sleeved, White, Black or Maroon polo shirt with embroidered school crest
- Black shorts- 1st and 4th quarter only
- Black pants- No Jeans or Cargo
- Plain Leather belt free of adornment of decoration
- All black dress shoes or all black tennis shoes, No sandals
- Black socks

Day of the Week:	Monday	Tuesday	Wednesday	Thursday	Friday
Uniform Type	Official Uniform	Unofficial Uniform	Official Uniform	Unofficial Uniform	Official Uniform or Unofficial Uniform or Boys Prep Spiritwear

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## **FAQs for CCPSB**

Question	Answer
How large is the school?	We have approximately 101 scholars currently enrolled at CCPSB.
How do I change my phone number and/or address?	To notify the school of your new contact information such as address and phone number, login to the Parent Portal and click the drop-down tab in the top left of your screen. Next, hit the “more” section. Then go to “annual update”. There you can update things like addresses and primary contact information.
What time does school start?	The school building opens for breakfast at 7:00am and goes until 7:30 am. After 7:30am students are marked tardy for school.
Is there bus service to school?	Most of our scholars take the bus to school from various parts of the city. <b>If you live in the neighborhood, your child will only qualify for bus transportation if your home is at least two (2) miles away from the school</b> , according to district policy.
Is there an after school program?	Yes, there will be an after school program available Monday - Thursday weekly beginning at the start of September. Additional after school activities will also be available to scholars throughout the year. Be on the lookout for after school activities in our family ambassador's weekly SMORE newsletter.
What supplies and technologies are used in the classroom?	The general school supplies list can be found on the CCS website: <a href="https://www.ccsbh.us/Page/12099">https://www.ccsbh.us/Page/12099</a> . In addition to these supplies, each scholar will receive a Chromebook for learning activities. If your scholar does not have a Chromebook or has one that is broken or damaged, please call our school secretary at <b>614-365-6166</b> to request a replacement or report the issue.
Are there volunteer opportunities in the school for parents and families?	Yes, Parents can volunteer in several ways. Please reach out to the family ambassador ( <a href="mailto:sharvey@columbus.k12.oh.us">sharvey@columbus.k12.oh.us</a> ) for volunteer opportunities.
If we have special needs for our student or family, who do we speak with first?	Please speak with the teacher to express your specific needs. The teacher will share information with the school support team to further assist your family.
What makes this school different from other schools?	There are many things that set us apart from other schools. Most notable is that CCPSB has an all-male scholar population. Our scholars wear a uniform every day. Our scholars and parents/ guardians are held to a high standard for not only academics but for character, responsibility and integrity.
Have other questions?	Call the school at 614-365-6616 and we will be happy to assist you in any way we can!