

# St. Gregory the Great Academy



## OPENING DAYS AND PROCEDURES 2017-2018

The first day of classes for Grades K-8 is on Thursday, August 31, 2017. Students will have a 12:30pm dismissal Thursday and Friday and the Academy will be CLOSED on Monday, September 4, 2017 for Labor Day. Kindergarten will report directly to the Cafeteria with their parents on Thursday; Kindergartners will begin to report to Ferrante Hall on Friday. K-8 students will begin full days on Tuesday, September 5, 2017. Preschool 3 will have a Welcome Day on Thursday, August 31<sup>st</sup> and Preschool 4 will have a Welcome Day on Friday, September 1<sup>st</sup>. Preschool 3 and 4 will receive an invitation with more information about the Welcome Days. During the Welcome Days, parents will remain with their children. Regular Preschool classes begin on Tuesday, September 5, 2017.

### **THURSDAY 8/31/17 - GRADES K-8 & PRESCHOOL 3**

Students, Grades 1-8, will report to the parish center (Ferrante Hall). Car riders are to be dropped off along the left side of parish center and will enter through the **FRONT PARISH CENTER DOORS**. THE SIDE DOORS WILL NO LONGER BE UNLOCKED! The doors will unlock at 7:15am; no students should be dropped off before this time. Please use the Mario Drive entrance when arriving and leaving for car drop off. Bus riders will disembark at the far end of the parish center. To enable us to get the children settled, parents are asked to wait outside of Ferrante Hall. Once the children are settled in their places, parents will be invited into the hall for our opening prayer. Kindergarten will report directly to the Cafeteria with their parents for a short opening prayer and send-off ceremony. Preschool 3 students will arrive via the Preschool Entrance behind the school and be welcomed by the Preschool teachers for their Welcome Day. Parents

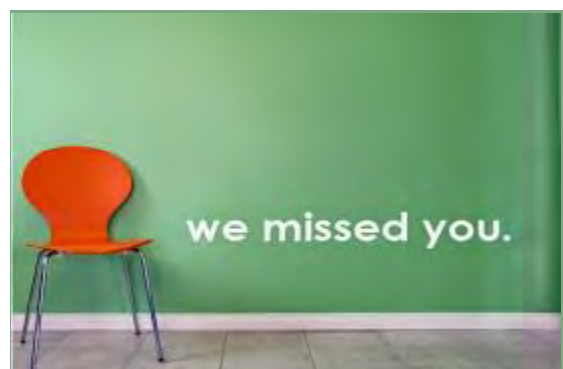
will remain with their preschoolers for the duration of Welcome Day. Times for Welcome Day for Preschool 3 will be on their individual invitations. Preschoolers and their parents will arrive and exit via the Preschool Entrance. Dismissal for Grades K-8 will be at 12:30pm via bus or car rider. EDP will be available for students in Grades K-8 for students who are registered. Preschool EDP will not be available today.

### **FRIDAY 9/1/17 - GRADES K-8 & PRESCHOOL 4**

Grades 1-8 will follow the same procedure as Thursday and report to their assigned area of Ferrante Hall. Kindergarten will also report to their assigned area of Ferrante Hall; the Kindergarten teachers will be there waiting for them. This will be the usual procedure for Kindergarten moving forward. Preschool 4 students will arrive via the Preschool Entrance behind the school and be welcomed by the Preschool teachers for their Welcome Day. Parents will remain with their preschoolers for the duration of Welcome Day. Times for Welcome Day for Preschool 4 will be on their individual invitations. Preschoolers and their parents will arrive and exit via the Preschool Entrance. Dismissal for Grades K-8 will be at 12:30pm via bus or car rider. EDP will be available for students in Grades K-8 for students who are registered. Preschool EDP will not be available today.

### **BEGINNING TUESDAY, 9/5/17 – FOR PRESCHOOL- GRADE 8**

All K-8 students (car and bus riders) will report to their assigned area in Ferrante Hall. Students will report to their assigned tables. Preschool 3 and 4 students will arrive and be picked up from the Preschool Entrance according to their individual schedules.



### **ARRIVAL PROCEDURES:**

For K-8 car drop off, please use the Mario Drive entrance, drive to the curb that runs along the left side of the Parish Center, pull up between the cones, and then allow children to get out. Students will walk around to the front of the Parish Center; students should use the sidewalk. Please exit by way of Mario Drive. For car drop off after 7:50am, drive into the lane in front of the school, pull forward to the drop-off zone sign, and allow children to get out. **Remember, this is a single file car line, and for the safety of all students you must remain in the line until the car in front of you pulls away. Please be attentive to Mr. Raynor's**

**directions.** Preschool parents are asked to enter the campus and turn right onto the gravel driveway and then drive around to the Preschool Entrance. There are six reserved spaces for Preschool parents who are making quick pickups and drop offs. Of course, you may park in any available parking space. To exit, please reverse course back to the Main Parking lot, make a RIGHT, and follow the posted signs to exit the parking lot.

Both the parish center drop off line and the school late drop off line are only for dropping off students. If the driver needs to get out of the car for any reason, **YOU MUST PARK IN A DESIGNATED PARKING SPOT.** This will assure that the car lines move safely and efficiently.

### **DISMISSAL PROCEDURES:**

Bus riders are called to the cafeteria to assemble in proper bus lines, and are then escorted to their buses by the assigned teachers. K-8 car riders and EDP students are then brought to parish center at approximately 2:30pm (12:30pm on early dismissal days). Students in Grades K-4 are brought to the parish center in their lines, and are then seated in Ferrante Hall. Once the students are seated, parents will be invited into the hall to collect their children. Please follow the directions of the teachers on duty. Students in Grades 5-8 will have their car rider line exit from the BACK of the parish center into the parking lot on the left side of the building. At 2:45pm, Preschoolers who have K-8 siblings and whose parents have made the proper request will be brought over to Ferrante Hall in the Preschool Car Rider Line for dismissal. Only Preschoolers with K-8 siblings may be scheduled for this line. Please park your cars in the lot near the back of the parish center to wait for your child and then exit the lot by way of the Mario Drive entrance.

### **IMPORTANT: BUS PASS**

**PLEASE BE SURE THAT STUDENTS COME TO SCHOOL WITH THEIR BUS PASS.** Since we have approximately 15 buses transporting our students, the Bus Pass is our only way of ensuring that your child takes the correct bus home! Bus drivers may refuse to transport any student who does not present a valid bus pass.

### **HOMEROOM ASSIGNMENTS:**

Homeroom assignments will be emailed to each family in late August. **There will be no changes made to homeroom assignments.** Back to School Packets will be available to view **ONLINE** by Friday, August 25, 2017. It is advisable to review the packet early and get a head start on filling out important forms! Please call the school office if you have any difficulty with downloading or printing forms from our website.

Thank you for your cooperation in all these important matters. We look forward to seeing all of the children shortly. Enjoy the remainder of your summer!!

**REMEMBER THAT SCHOOL IS CLOSED ON MONDAY, SEPTEMBER 4, 2017 IN OBSERVANCE OF LABOR DAY!**

