



Good Shepherd Academy is an Archdiocesan Academy located in Nutley, NJ. It is accredited by Middle States and serves Pre-School through Eighth Grade students. The Academy is under the direction of the Religious Teachers of St. Lucy Filippini and certified lay teachers, dedicated to the mission, and standards promulgated by the Newark Archdiocese. Our Families assist in many activities to keep our school happy and enjoyable.

MISSION STATEMENT The mission of Good Shepherd Academy is to foster students to become lifelong learners with an ever-growing understanding of the Catholic faith, ethics, morals, and values.

NON-DISCRIMINATION POLICY/ANTI-BULLYING POLICY

Good Shepherd Academy admits students of any race, color, national and ethnic origin, gender, disability to all the rights, privileges, programs and activities generally accorded or made available to students at Good Shepherd Academy. Good Shepherd Academy does not discriminate on the basis of race, color, nationality, ethnic origin, gender, or disability in the administration of its educational policies, admissions policies, scholarship and loan programs, athletic, and other school-administered programs.

SCHOOL SCHEDULE

Full day schedule 8:10am to 2:45pm - Late bell is 8:20am. DISMISSAL TIMES: Kindergarten: 2:35; Grades 1-3: 2:40; Grades 4 - 8: 2:45. AM Extended Care 7:00-8:10am PM Extended Care from dismissal till 6pm Early Dismissal schedule: 8:10am-12:30pm.

ATTENDANCE

Regular and prompt attendance is absolutely essential to academic success. The parent/guardian is expected to foster these good habits in the student, both for the benefit of the student's current academic achievements, and to encourage mature adult behavior in the future.

Students arriving after the 8:20am bell must enter through the Brookline Entrance, and report to the office for a late slip. Students late a second time in the same month, will receive a detention slip for a school 30 minute detention, and a request for a conference with the principal. The detention slip must be signed and returned to the office the next day.

SUPERVISION OF STUDENTS

The Academy's responsibility for the supervision of students begins at 8:10am and ends at 2:45pm, or as deemed by teachers for clubs, activities, after school academic assistance, etc. Students enrolled in the Extended Care program, supervision begins at 7:00am and ends at 6:00pm.

ACADEMIC POLICIES AND PROCEDURES

Curriculum courses (Grades Pre K - 8) that must be satisfactorily completed by students for promotion to the next grade level are: Religion, Mathematics, Language Arts, Science, Social Studies, Physical Education, Library Science, Art, Music, World Language, and Computer Education.

GRADING SYSTEM

Good Shepherd Academy follows the Archdiocese of Newark Grading System distributed through Power School.

Middle School students are eligible for the St. Lucy Filippini Chapter of the National Junior Honor Society. Criteria is distributed beginning with 5th grade students and parents. Qualifying students are inducted into the NJHS in the 7th grade.

Good Shepherd Academy also provides a **Summer Fun** program which includes review of Math and Reading in the morning and arts and crafts activities in the afternoon session. A **Summer Academic** program is available for students who may be recommended for review of Math and Reading/Literature. Students who have failed major subjects; (see list above) will be required to attend, GSA Summer Academic classes and maintain a passing grade. Other certified educational institution may be attended, however, documentation of registration, and a final grade must be presented to the principal.

MAJOR DISCIPLINARY INFRACTIONS AND ACTION

Major infractions such as listed below will be investigated by Academy personnel and may result in disciplinary action, and/or an official suspension or dismissal. This action is at the discretion of the principal after consultation with the student, teacher, parent, if necessary, law enforcement personnel, and the Newark Archdiocesan Schools Office.

Gross insubordination and defiance, chronic truancy, continued fighting, intimidation, harassment, bullying, bringing concealed weapons to school, substance abuse, use of cigarettes, alcoholic beverages or controlled illegal drugs, possession of illegal drugs with intent to distribute or sell, destruction of school or church property, use of profanity, sexual/verbal harassment, use of inappropriate video games, music, or gestures. The principal has the discretion to add serious violations to this list

STUDENT PHONE CALLS/CELL PHONES/ELECTRONIC DEVICES

Ordinarily, students are not permitted to use the phone during school hours. Any and all calls may only be made from the main offices. It is preferred that cell phones not be brought to school since the school phone is always available for an emergency. Cell phone calls are not permitted at any time during the school day. If a student brings a cell phone to school it must be left in the book bag in the coat room. If a child refuses to obey this rule, the cell phone will be taken away by the teacher/administrator, and kept in the principal's office. It will be returned only after a conference with the principal and parent/guardian at the end of the day. A second infraction will result in denial of student bringing phone to school at all.

Electronic Devices may NOT be brought to school unless requested in writing by the teacher(s). If a student chooses to do otherwise the device will be taken away, kept in the office until a parent/child conference is held with principal.

DRESS CODE

All students in Grades Pre K through 8 are required to wear the Official School Uniform which is purchased from Co Ed Uniform Company. All transactions take place directly with Co-Ed Uniform Company since they know all the items needed. During the winter months only a navy school sweater, purchased from the Uniform Company, may be worn.

THE OFFICIAL WINTER UNIFORM is worn the first full week of November through the last full week of April. **THE OFFICIAL SUMMER UNIFORM** is worn from the first full week of May through the last full week of October.

Boys and Girls Pre K - Navy sweat pants, light blue golf shirt, sneakers.

Summer Uniform - Navy shorts, light blue golf shirt, sneakers.

Boys Grade K - Navy pants, white golf shirt with school emblem, navy belt, black tie shoes and navy/white socks.

Summer Uniform - Navy shorts, white golf shirt, white ankle socks, white sneakers.

Boys Grades 1-8 - Navy pants, navy belt, white shirt (long or short sleeves), school tie (plaid), black tie shoes, and navy socks.

Summer Uniform - Navy shorts, white golf shirt with school emblem, white ankle socks, white sneakers.

Girls Grades K-5 - Gray plaid jumper, yellow school blouse (long or short sleeves), black shoes, and navy knee socks. During the winter months navy uniform pants may be worn.

Summer Uniform - Navy shorts, yellow golf shirt with school emblem, white ankle socks, white sneakers.

Girls Grades 6-8 - Navy flat front pants, yellow school blouse (long or short sleeves), navy vest, black shoes with heels, not to exceed two inches, and navy knee socks.

Summer Uniform - Navy short or skort, yellow golf shirt with school emblem, white ankle socks, white sneakers.

GIRLS AND BOYS GYM UNIFORM - No jewelry is to be worn during gym classes.

Grades K-8 - Navy sweat pants, gray sweat shirt or tee shirt with the school emblem, white socks and white sneakers.

Summer Uniform - Navy shorts, gray tee shirt with the school emblem, white socks and white sneakers.

During the winter months only a navy school sweater, purchased from the Uniform Company, may be worn.

No other sweater/sweatshirt is permitted to be worn.

ACCESSORIES and HAIR STYLES

The following are NOT permitted (including, but not limited to): Nail polish, long finger nails, make up, hair coloring, trendy hair styles, large dangling, hoop earrings or plugs, facial body piercings, tattoos, ornamental chains, hats, high heel shoes, or flip flops inside the school building. Boy's hair length may not go below the shirt collar. Boys may not wear earrings or plugs.

Please note: Back Packs on wheels are discouraged for safety reasons.

TAG DAYS

Tag days, (NUT CARD), usually occur on the first Friday of the month. Students do not wear their uniforms. Their dress may include jeans, without bleach marks or rips. Dresses, skirts, shorts must be below the knee. Shirts may not include any offensive sayings or images. Sports or School names are permitted. Sneakers and other supportive shoes may be worn: no Flip-Flops. No sleeveless shirts/blouses or baring of mid-riff. Items not permitted in the ACCESSORY ITEMS also. Usually, students are asked to give \$1.00 for a cause determined by the Student Council or the administration.

**** Please note that further information concerning policies, procedures, rules and guidelines are fully explained in the GSA PARENT and STUDENT HANDBOOK, which is found on our website: www.gsanutley.org. As need arises, policies, procedures, rules and guidelines may be updated, added to the HANDBOOK and communicated to the parents/students.**