

What are the regular class hours?

KG-8th 8:25 AM - 2:58 PM
PK Full Day 8:30 AM - 2:45 PM
PK Half Day 8:30 AM - 11:00 AM

What are the class hours on early dismissal days?

On early dismissal days, class hours are Grades KG -8 are from 8:25 AM - 12:30 PM. PK Full Day classes are from 8:30 AM – 12:15 PM.

What time should the children be at school?

The bell will ring at 8:25 AM, which is when children in grades KG-8 should be at school. The children line up by class in the gym. As a community, the children and faculty pray together and the Pledge of Allegiance is recited. Then the children walk to their classrooms with their teacher. A teacher is on duty at 8:15 AM in the gymnasium. Please note that there is no supervision before 8:15 AM, unless they are enrolled in the Before Care program. PK students are not supervised until 8:30 in the classroom.

Where do the children line up for school?

Usually the children in grades KG-8 arrive and line up for school in the gymnasium using the rear entrance to the building. PK students enter through the main entrance. The older students are available to escort the PK students to their classrooms and or the parent(s) may walk the in themselves.

Where should a student report to if they are late?

Late students should report to the secretary's office so that their attendance will be accurately marked. They will then be escorted to their classroom by office staff. Middle school children must report to the school's office and then to their homeroom teacher before going to their scheduled class.

From what door are children dismissed?

Students in grades K-4 who are car riders are dismissed from the gymnasium doors. Students in grades 5-8 are dismissed from the breezeway door across from the convent. In bad weather, all students are dismissed through the gym doors. Teachers escort the students through the gym doors to the parking lot. All student walkers grades KG-8 are dismissed through the main entrance. All bus riders are dismissed through the main entrance.

What time is lunch and recess?

The first lunch and recess for Grades 4-8 is 11:40 AM - 12:30 PM. The second lunch and recess for grades K-3 is 12:05 PM - 12:55 PM. .

Do students bring lunch on half-days?

Only the PK Full Day and Kindergarten classes bring lunch on half-days. Grades 1-4 should bring a snack on half-days.

What is our policy on food brought into school?

The Academy maintains a **nut free policy**. We ask that all lunches and snacks which are brought into school be free of all nuts including peanut and tree-nut traces. Foods that are manufactured in a facility that processes nuts or contains peanut and tree-nut traces is not allowed.

Can students bring in treats for the class on special occasions?

Every teacher has his/her own way of managing class parties. Parents must consult with the teacher before bringing in any snacks. All treats which are brought in must be nut free. Ingredient labels must be provided to the Nurse for review before the snack is distributed.

How will I know if school is closed due to snow or inclement weather? If school is closed or if there is a late opening, you will be notified by 7:00AM, via the Parent Reach automated system. School closing information can also be obtained by calling the school at 908-464-8657, Ext. 7 to hear the day's message.

How do I contact my child's teacher?

There are three ways to contact a teacher:
1) Send a note through your child to the teacher indicating your request and where you can be reached during the day.
2) Call the school's office and leave a message for the teacher with a number where you can be reached during the day.
3) Email your request to the teachers. E-mail addresses can be found on our website <http://theacademyolp.org> or contact the school's office.
Any urgent messages should be sent by calling the school's office.

What if I need to speak to my child during the day? Simply call the school's office and the child will be brought to the office, or your call will be returned when your child is available to take your call.

How or when should I schedule a doctor's appointment for my child? We recommend scheduling doctor's appointments after school. However, that is not always possible. If you need to take your child out of school, send a note in with your child specifying the date and time of the doctor's appointment. As requested by the state, someone will need to sign out the child in the school's office before the child can leave. If the appointment is early morning, simply send a note in with the child when they come to school late.

Can parents attend First Friday mass?

Yes, everyone is invited to attend First Friday mass, which is usually held at 11:00 AM.

Which after school activities are mandatory for students?

- During Catholic School's Week, 9:00 AM Mass on Sunday (usually the last week of January)
- May Crowning (usually the second Tuesday of May)
- Christmas and Spring Concerts, on Tuesday evenings in early-mid December and April, respectively
- Science Fair for Grades 5-8, usually Tuesday in March or April during the day and evening (7-9 PM). The Science Fair is open in the evening to all students and their families. If a student cannot be in attendance, please send a note or contact your child's teacher or the school's office prior to the activity. Parents are invited to attend all of the above.

When is Kindergarten graduation?

Kindergarten graduation takes place approximately one week before the end of the school year. This is the last day of school for Kindergarten students. Once the student graduates, After Care is **not** available. The Kindergarten year ends with a special ceremony for the Kindergarten students.

Do all students wear uniforms? Uniforms are worn in grades KG-8. Each student needs a standard uniform and a gym uniform. The boys' standard uniform consists of khaki pants, white dress shirt and tie, and vest with The Academy logo. For grades KG-4, the girls' standard uniform consists of a jumper with white blouse and for grades 5-8, they wear a white blouse , plaid skirt and navy vest with The Academy logo. The gym uniform for all boys and girls consists of navy sweat pants and shirt, shorts and a grey t-shirt. All gym items have the Academy logo. Uniforms are available through Flynn & O'Hara School Uniforms at www.flynnohara.com . For more details visit our website.

The PK students do not wear uniforms

What is a Tag Day? A Tag Day is an opportunity for a student to wear his or her own **appropriate** clothing on a scheduled day. Students can earn a Tag Day by donating money toward a charity designated by the Student Council or they are given a Tag Day as a reward. Tag Days are always optional to participate in.

The following items are considered **inappropriate** for Tag Days, so please monitor what your child is wearing before they leave the house:

- Dirty or torn clothing
- Mini-skirts or mini shorts
- Hats or head wraps
- Bare midriffs
- Tees with inappropriate logos
- Flip flops or backless shoes
- Spaghetti straps
- Bare shoulders

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