



209 W. Washington Street

Greensburg, IN 47240

812-663-2410

Feb 5,, 2022

Dear Families

Welcome to Good Shepherd Christian Academy! We are excited to partner with you in your child's academic and spiritual development. I am the Administrator here at Good Shepherd and I look forward to meeting you and your family. You will receive information later this summer with information on our Back to School Open House.

Enclosed in this packet you will find copies of the paperwork needed to enroll your child for the 2022/2023 school year. (Please note:the Home Language Survey is only required if you have never filled one out before. If you completed one at a previous school please let us know.) We will also need the following paperwork before the first day of school.

- Copy of your child's birth certificate
- Copy of their immunization records

On the back of this letter you will find some FAQs. Please feel free to contact us should you have any other questions. Welcome to the Good Shepherd Christian Academy family!

***Educating for Eternity,***

Ms. Julia Johnson

Administrator

A few notes/FAQ's (additional information is located in the Handbook):

- We follow the Greensburg Community Schools calendar as well as their decisions on closing & delays.
- We are an eLearning school. All days cancelled due to weather are an eLearning day which means no snow makeup days.
- Choice and SGO applications will be available in the office and on the school website as soon as they are released by their managing organization. These, as well as Shepherd's Fund applications, should be available mid-February.
- All school supplies are included in tuition/fees. There is not a separate list. Your child will simply need a backpack and lunch box.
- School hours are 7:30 am (doors open) to 2:30 pm. Early Preschool (half-day) dismisses at 11:30. On Fridays we follow GCS with the late arrival schedule-doors open at 8:00 am on Friday.
- Students in Kindergarten Prep and Elementary wear uniforms. Please see the handbook for more information.
- Busing is provided by Greensburg Community Schools for Elementary students. The enclosed form must be completed and returned by July 12!
- Age deadline is August 1st (3 for Early Preschool, 4 for Kindergarten Prep, 5 for Kindergarten)
- Early Preschool (3 years old) is designed as a half-day program, but extended/full-day is also an option. Kindergarten Prep (4 year olds) is designed as a full-day program.
- Registration fees are due to officially register your student/secure their place on the class list. Please see the Tuition Policy in the packet for more information.
- Masks-students are not required to wear masks at school, but are allowed to wear them if parents prefer.
- COVID-eLearning vs. In-person-we follow the guidance of the Decatur County Health Department when making decisions on virtual vs in person school. Please note that decisions regarding Preschool are separate from Elementary when it comes to eLearning. Our intent is for Preschool to remain open even if Elementary is virtual. (As with everything COVID related this is subject to change.) In the event of a Preschool closure due to COVID, an optional eLearning activities will be posted in Seesaw. We recognize that one of the main benefits of Early Preschool is the social and emotional development through interacting with peers and that this is not possible to duplicate

virtually. Early Preschool will not be charged for the days they are not in attendance due to a COVID closure.

### **The First Day of School ... The Nitty Gritty**

- August 4th! The school doors open at 7:30 a.m. Please pull in the pull-off in the alley to drop your child off with a quick hug and point them in the right direction of the door. There will be a staff member outside, ready to greet your child with a warm smile. The school Parents should remain in the car. EP and KP parents (and Kindergarten the first week of school) may walk their child down the ramp and to the blue entrance door in the hall. A staff member will be inside ready to assist your child, parents must then return to their car. If you choose to walk your child up - please park in the gravel lot, securely hold your child's hand, watch for traffic in the alley, and walk with them to the sidewalk. **DO NOT** park in the pull-off. **DO NOT** let your child walk across the alley by themselves.
- The school doors will be closed and locked at 7:45. Students arriving after 7:45 will be marked tardy and must enter through the main entrance.
- Early Preschool dismisses at 11:30, unless your child is staying all day.
- KP and Elementary dismiss at 2:30. For dismissal (see the picture on the last page) please pull up along Washington St. The first car will need to leave room for the school bus. There are actually two school busses - #24 and #6. Cars should weave through the church parking lot to avoid backup. The first car may pull forward and turn right into the alley after bus #6 leaves (approx. 2:20). **Do NOT block the alleys or entrances to the church parking lot.** The first 4-5 cars will pull into the pull-off. A teacher will wave at the first car to dismiss them when all students are safely loaded, and the other cars should pull forward behind them. To exit, you may turn right into the alley behind the school or go straight and exit onto Main St.

### **Other Random (but Important) Details**

- **Late Arrival on Fridays** - All schools utilizing the Greensburg Community Schools transportation system will have late arrival on Fridays. For GSCA, that means that the school doors will open at 8:00. Doors will be closed and class will begin at 8:15.
- Water Bottles - please make sure you send a water bottle to school with your child.

- Chapel - Chapel will be on Fridays this year for Kindergarten - 5th grade. Students (including KP) should wear formal uniforms on Fridays - khaki bottoms and navy polos.
- Choice of Dress - Choice of Dress day will now be the 1st TUESDAY of the month for \$1. Proceeds go to the PTO.
- School shirts - Students may wear a GSCA school t-shirt, sweatshirt, jacket or pullover with uniform bottoms on Thursdays (there is no cost for this).
- Lunch - Students may order milk each morning. Milk accounts can be prepaid online through K12 payment center or cash/check can also be brought in to the asst administrator for processing.
- Snacks for EP-5th - We can no longer allow students to bring snacks in to share with other students/classes. EP-5th will be charged a \$5/month snack fee to help cover the cost of snacks. Ms Johnson will purchase and safely prepare/package a healthy snack for students.
- K12 Payment Center - Tuition,snacks and milk can be prepaid through K12 payment center.

## Dismissal Map

