

EAST ORANGE SCHOOL DISTRICT
GORDON PARKS ACADEMY
98 Greenwood Ave.
East Orange, New Jersey 07017-1026
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Dear Parents:

Welcome to the 2019-2020 school year. We are very excited to have you and your children as part of the Gordon Parks Academy Family. Every staff member has been working very hard to prepare for the return of our wonderful students. We have set very high expectations and made plans to ensure that every student at Gordon Parks will be successful this school year.

Student academic success is the main goal of every staff member at Parks Academy. We believe that every student will learn to the highest level and we are prepared to offer more time and support to every student that needs it. **I ask for your support and participation in this effort by sending your child to school every day, encouraging your child to read at least 30 minutes every evening, monitoring your child's homework, and asking your child to share what they learned at school each day.**

School starts Thursday, September 5, 2019, at 8:30 a.m. and ends at 2:55 p.m. every day for grades 1 – 5. Grades Kindergarten and Pre-K attend from 8:30 a.m. to 2:45 p.m. **As per the East Orange District policy all students, regardless of their grade, will wear the school's uniform.** Our uniform colors are the same as in the past, **light blue tops and navy blue bottoms.** While it is understood that many parents and / or students do not see a need for uniforms, it is for the protection of all students and staff. No other colors are permitted. Students are to wear **uniforms five days per week**, with the **exception of the second (2nd) Tuesday of the month for Dress for Success Day and the fourth (4th) Friday of the month, for School Spirit Days.** Additional information regarding these two days will be in the Parent/Student Handbook your child will receive in September.

The first few days for Pre-K and Kindergarten students can be a little stressful due to all the excitement of meeting new friends and being in a new environment. Please talk to your child about what he or she is to expect and help them sooth their anxiety by reassuring them that school is a fun and safe place to learn.

It is critical to the development of Pre-Kinder and Kindergarten age students that parents **not** remain in the classroom when dropping off in the morning. The sooner students bond with their peers and their teacher the more successful they will be in school. Your child's teacher has been highly trained to support your child through the transition into the school environment.

The **main entrance** to the school is located on Greenwood Avenue. It is imperative that **all**

visitors enter the building through these doors only. As per the East Orange Policy all visitors are required to sign in and out. It is important that these rules be followed as they are for the protection and safety of all students and staff. Please feel free to call the school if you have any questions or concerns at 973-266-5950.

PLEASE NOTE THE CHANGE

School begins at 8:30 a.m., though students may arrive as early as 7:30 every morning. **BUT, NO EARLIER!** Students should enter the building through entrance at the rear of the auditorium. It is important that students arrive on time as **breakfast is being served in the classrooms for Pre k-1 and students in. grade 2 – 5 will proceed to the lunchroom at 8:20 to have breakfast. Grades 2 – 5 will then proceed to their rooms at 8:35 to begin their instructional day.** We are asking all parents to please allow their children to walk into the auditorium by themselves so that they may learn to be independent. We have school staff supervising all students as they make their way to their seats.

If you wish to speak with your child(ren)'s teacher, please make an appointment via phone. All visitors must sign in and then stop by security or the main office for a pass whenever they are visiting the school.

Afternoon Dismissal – PLEASE NOTE CHANGE

All students will be dismissed from the auditorium. Again, all students will be dismissed from the auditorium. Parents must enter through the auditorium doors.

Pre-K and Kindergarten students will be dismissed at **2:45 p.m.** No parent will be allowed to enter the auditorium area until 2:45. Students in **Grades 1 - 5** students are dismissed at 2:55 p.m.

Please note, If your child is on school grounds after 3:10, parents must come to the main office and sign them out as a late pick-up. It will not be acceptable for a parent to directly enter the auditorium as these doors will be closed.

If students are leaving for an early dismissal, (EMERGENCIES ONLY PLEASE) only a parent or legal guardian my sign the child(ren) out. All adults will be asked to show a picture ID and must sign the child out in the school's sign out book, located in the office.

School lunches will be served daily again this school year. You should receive one lunch application that will cover all of your children. ***This application must be returned to one of our schools immediately.*** The school receiving the application will forward it to the Business Office. Your child(ren)'s status for lunch (pay, reduced, free) will be determined by that office. Gordon Parks will be notified of your child(ren)'s lunch status. Please complete your lunch application form and return it as soon as possible. We want 100% return for our school. Call if you have a question about this. **Remember to complete this form, even if your child will bring his/her own lunch to school.**

We greatly appreciate your cooperation and understanding while kicking off the school year. I look forward to seeing you and your child(ren) at our "Open House" and most of all I am eager to continue making this a successful year.

Dates to Remember

- ***Thursday, September 5, 2019*** is the first day back for students. This will be a full day, 8:30 a.m. – 2:55 p.m.
- ***Wednesday, September 18, 2019*** is the Gordon Parks Academy **Open House** at 6:30 PM.

Sincerely,

Leslie Shults
Principal