



## BACK-TO-SCHOOL INFORMATION 2022/2023

### **First Days of School**

The first day of school is Wednesday, August 17, 2022. Students will attend Convocation, review the GDS Honor Code, receive Family Handbook updates, and hear from the student body president.

### **OnCampus**

OnCampus will continue as our student learning management system again this year. Please review the attached FAQs handout for details on logging in to your account, completing necessary forms, and opt-in to receive notifications. If you have any questions about OnCampus, please contact Summer Fulghum at [sfulghum@gastonday.org](mailto:sfulghum@gastonday.org).

### **Schedule Changes**

Upper School students may request schedule changes with Peter Gangemi or Kristy Smith through **Wednesday, August 31**. Requests may be made via email at [pgangemi@gastonday.org](mailto:pgangemi@gastonday.org). Because class space is limited, not all requests can be accommodated.

### **Family Handbook**

An updated copy of the Family Handbook is now available on OnCampus under "Resources." Several policies have been modified to help promote health and safety on campus this year. Policy changes are highlighted and will remain highlighted for your review until September 15. I encourage you to review this information at your convenience. Significant policy changes will also be reviewed with students on our first day of school.

### **Dress Code**

Information on the Upper School student dress code is linked in the Hub. It is also available in the dress code section of the Family Handbook available on OnCampus under "Resources."

### **Bring Your Own Device (BYOD) Program**

All students entering 9<sup>th</sup> through 12<sup>th</sup> grades are required to provide their own devices to use at school daily. Please view the link on the Hub for information on device requirements.

### **Summer Reading**

The summer reading list for AP classes is available on the Hub. Erin Lekavich, English Department Chair, also has a video explaining the optional summer reading selection. If you have questions about your student's summer reading, please contact Erin Lekavich, English Department Chair, at [elekavich@gastonday.org](mailto:elekavich@gastonday.org).

### **Attendance**

If your child misses school for any reason, please complete the [online student attendance form](#). This form should be used to notify the school about your student's absence. This link is also available on OnCampus under "Resources" then "Student Resources," and it is also available under "Groups" then "Parents Grade \_\_\_\_."

### **Parking Lot Procedures**

All Upper School students must be dropped off and picked up in the PKW parking lot following the [PARKING LOT MAP](#). The morning and afternoon pick-up lines are double. For parents using the pick-up line, Ms. Oden will signal you to pull around when it's safe; please wait to make eye contact and exchange thumbs up with her before progressing forward. An administrator will be at the entrance of the parking lot to direct you. Students that plan to drive to campus must complete a permission form on OnCampus and park in their assigned parking spot.

### **New Student/Parent Orientation**

All new students/parents are invited to come to campus on **Friday, August 12 at 10:00 am** to meet their teachers, get a campus tour, and ask any questions about GDS. Students/parents should plan to meet in the lobby of the PKW and break into groups from there. The event will last approximately 90 minutes.

### **Upper School Parent Night**

Upper School Parent Night will be on **Wednesday, August 24, at 6:30 pm**. This event will provide parents with the opportunity to meet and greet their student's teachers in a drop-in format. Additional information about Upper School Parent Night will be sent out later this month.

### **Messages From Home**

During the school day, a teacher's primary responsibility is academic instruction and student safety. Teachers periodically check their email and voice mailbox and are expected to return messages within 48 hours, or in the case of weekends or holidays, by the end of the next two business days. Faculty, staff, and administration are not expected to check or respond to emails outside of regular work hours. In case of an emergency that requires immediate attention, please contact the Main Office to get a message to your student's teacher or division head.