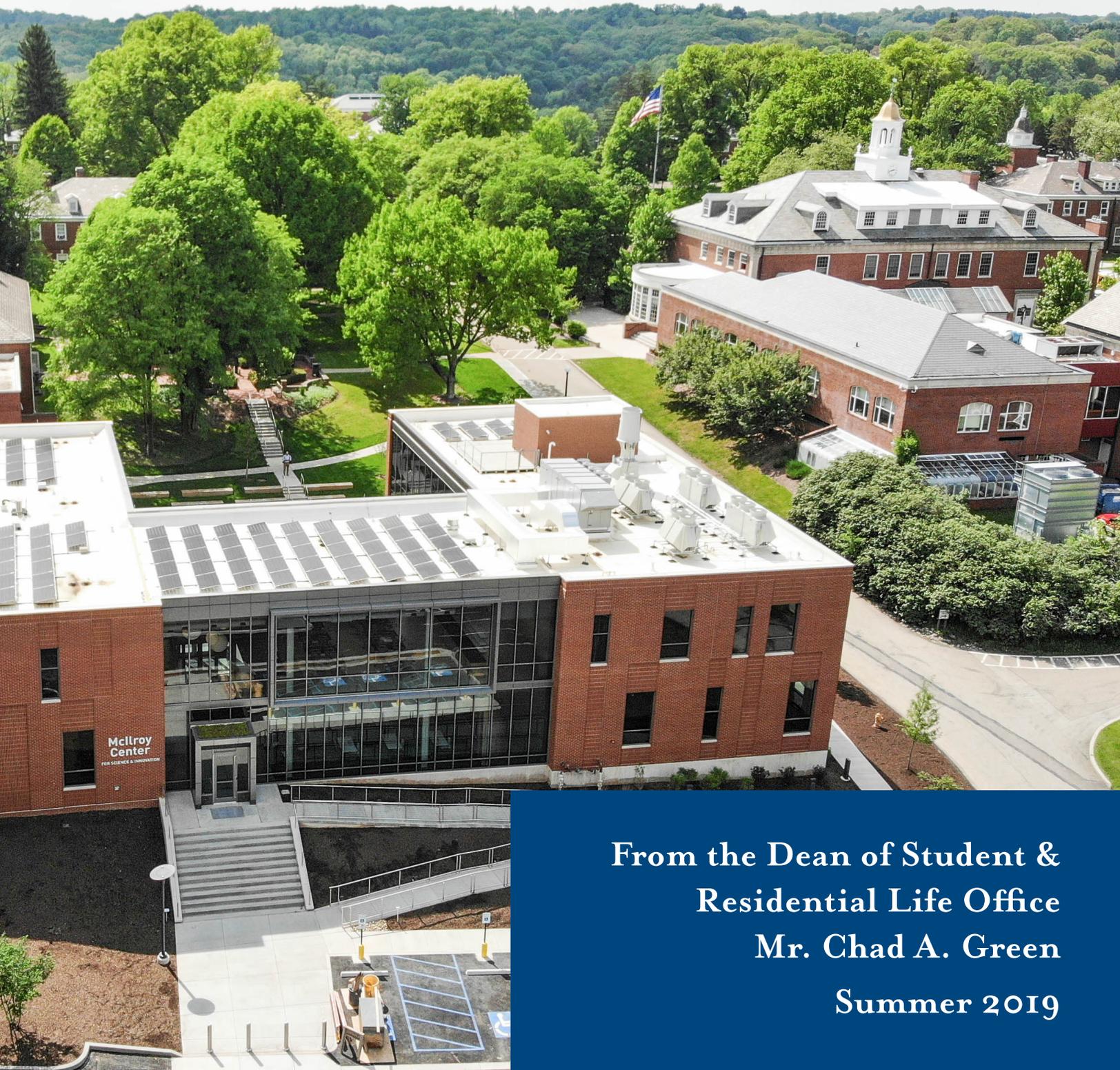


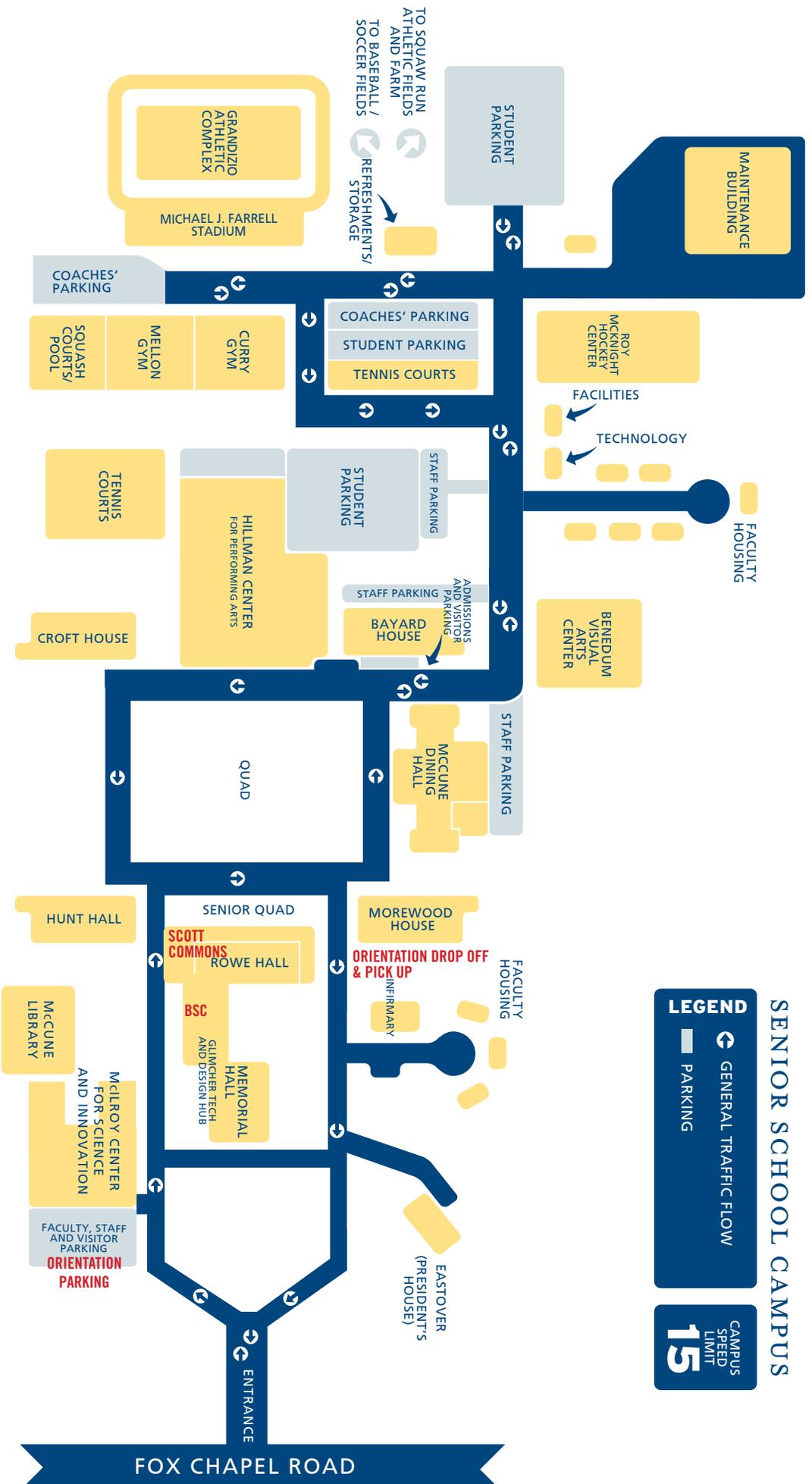
# Welcome to Shady Side Academy

**General Information About Opening Days at  
Shady Side Academy Senior School**



**From the Dean of Student &  
Residential Life Office  
Mr. Chad A. Green  
Summer 2019**

# SENIOR SCHOOL CAMPUS



# SHADY SIDE

ACADEMY

423 Fox Chapel Road • Pittsburgh, PA 15238  
 Phone: 412-968-3000 • [www.shady/sideacademy.org](http://www.shady/sideacademy.org)

# Information for New Families

## NEW STUDENT ORIENTATION

Orientation for all NEW students will take place on **Monday, Aug. 26, 2019**. During Orientation, students will be acclimated to the Senior School. They will receive locker information, walk through their class schedule, get to know fellow new students, and meet some members of the Senior School faculty and administration. Students should dress comfortably (dress code not required) and wear closed-toe shoes (sandals are not permitted). Lunch will be provided. More detailed information about orientation will arrive in August from your son/daughter's form dean.

<u>Form*</u>	<u>Dean</u>
Form III (grade 9)	Mr. Adam Janosko
Form IV (grade 10)	Mr. Adam Janosko
Form V (grade 11)	Ms. Jessica Basta '03
Form VI (grade 12)	Ms. Leah Powers

**Note:** Your child's Family Information Update medical and athletic forms must be completed and received in order for them to participate in Orientation. Please see the Special Reminders section for more information.

**Orientation drop-off and pick-up** for all new students is on the north (courtyard) side of Rowe Hall (see campus map). Students should report to the Benedum Student Center (BSC) in Rowe Hall for check-in and group activities by 8 a.m. for 9th graders, and by 9 a.m. for 10th, 11th and 12th grade students. Orientation will finish by 3 p.m. for 9th graders, and 1:30 p.m. for 10th, 11th and 12th graders. Bus transportation does not begin until Tuesday, Aug. 27, 2019.

**Classes begin on Tuesday, Aug. 27, 2019**, for all students. The day begins at 8:15 a.m., and all students should be in formal dress for Convocation.

## SENIOR SCHOOL PARENT ORIENTATION

### Form III and New Parent Coffees

Scheduled in August, New Parent Coffees are a chance for parents new to the Senior School and representatives from the Deans' and Head's Offices to talk together about logistical or nuts-and-bolts questions about the Senior School. These coffees will take place on **Wednesday, Aug. 14, from 8:30-9:30 a.m.**, and **Thursday, Aug. 22, from 6:30-7:30 p.m.** in the Benedum Student Center, Rowe Hall.

### Form III and New Parent Night

Form III Parent and New Parent Night will take place on **Sunday, Aug. 25, from 7-8:30 p.m.** in Memorial Hall. At this meeting, parents new to the Senior School **will have a chance to meet with their child's advisor** and learn more about the Senior School from the head of school, dean of student and residential life, and the form deans. Other school personnel, including the learning specialist, school counselor, and dean of studies, will be introduced during the program. All Form III parents and Form IV-VI parents new to the Senior School are encouraged to attend.

## STUDENT LIFE PROGRAM

The Academy has long recognized its obligation to help students become independent people and to maximize the opportunities they have at SSA. This process involves the students embracing their own growth and integrating all aspects of their lives at the Academy. In response to this obligation, the student life program has been established to provide guidance for this growth and integration.

The Deans' Office is the cornerstone of the student life program. Dean of Student and Residential Life Mr. Chad Green oversees student life as chief student advocate. As dean of residential life, he also works with residential (boarding) students and faculty to enhance on-campus life. Form deans (see above) work with their respective classes and class officers to organize activities and programs, and to help the dean of student life coordinate and implement the student life curriculum, especially in regards to helping students to develop socially and emotionally.

**\* Please note: Shady Side students are named by form rather than by grade. Ninth graders are in Form III, 10th graders are in Form IV, 11th graders are in Form V and 12th graders are in Form VI.**

# Dress Standards

The Shady Side Academy dress code upholds standards of dress that reflect the fundamental purpose and ethos of the Academy. The dress code establishes an environment conducive to the enterprise of learning while allowing for individual self-expression bound by the Shady Side's Guiding Principles of honesty, kindness, responsibility, respect, and safety.

## Enforcement

It is the responsibility of each student to be familiar with the dress code and to adhere to it on a daily basis. The final arbiter(s) of appropriate dress are the form deans and the dean of student and residential life.

Students who are not dressed within the Academy guidelines are sent to the Deans' Office. The consequences for dress code violations are as follows:

- **First offense:** Warning from dean, offense recorded.
- **Second offense:** Afternoon detention (held daily as needed, 3:05-3:50 p.m.)
- **Third offense:** Morning detention (Thursdays, 7:30-8 a.m.)
- **Fourth offense:** Student will be referred to the dean of student and residential life for failing to meet community standards and should expect a serious disciplinary response such as disciplinary warning, or ultimately, an appearance before the Discipline Committee.

## Dress Standards

The Academy has four different dress codes (daily, formal, SSA spirit and dress down), each reflecting the nature of the particular endeavor. In general, students' clothing and general appearance should allow for full and comfortable participation in all school activities and a full range of motion - including bending, sitting and walking up stairs - without the need for frequent readjustment.

## Daily Dress

- Dress or casual pants, shorts/skorts/skirts, jumpsuits, rompers and dresses.
- Dresses: Sleeveless dresses are allowed, but dresses with spaghetti straps must be worn under a cardigan, blazer or other appropriate outerwear.
- Leggings are allowed but must be a solid color (no mesh, sheer, colors, patterns or text) and may only be worn under a skirt or dress.
- Shirts: Polos, collared shirts (properly buttoned in front) and tailored shirts that do not resemble T-shirts (*see prohibited items list below*)
  - Henley shirts are allowed.
  - Turtlenecks are allowed.
  - Hoods or lapels on a jacket do not constitute collars.
  - A collarless shirt may be worn underneath a crewneck or quarter-zip sweater.
  - "Cold-shoulder" or open-shoulder tops are allowed. Shirts with spaghetti straps are allowed, but only when worn under a cardigan, blazer or other appropriate outerwear.
  - Non-collared shirts with an SSA logo are not allowed unless underneath a crewneck or quarter-zip sweater.
- Outerwear: Crew-neck sweaters or quarter-zip sweaters (fleece or heavy cotton) are allowed. No hooded or crew-neck sweatshirts of any kind (SSA sweatshirts included) may be worn.
  - Seniors may wear college sweatshirts (not shirts) only in Term III.
- Shoes must be closed-toe, fully laced and in good repair. Sneakers are allowed.
- Hats must be removed upon entry to any school building.

## Formal Dress

Certain days throughout the year are designated as formal dress days (Convocation, Athletic Awards, Awards Day, Commencement, etc.). In an effort to honor our fellow students or an outside performance or speaker, dress clothes should be worn throughout the entire day, from 8:15 a.m.-3 p.m.

- Navy blue blazer.
- White collared dress shirt with tie or women's dress shirt with sleeves.
- Khaki dress pants or khaki dress skirt.
- White dresses may be worn in lieu of khaki dress pants and skirts.
- Shoes in good repair (dress shoes, sneakers, athletic shoes).

## SSA Spirit Dress

SSA Spirit Dress days occur twice a month throughout the school year (normally on Fridays). On these days, students are permitted to wear clothing that reflects school spirit and pride during the school day.

- SSA apparel (shirts, shorts, sweatpants, sweatshirts, etc.) is appropriate and encouraged on these days.
- Leggings and jeans may be worn.
- If not wearing SSA apparel, students must meet daily dress standards.

SSA athletic teams and groups (i.e., theatre productions) may request to wear their uniforms (if appropriate) or some form of team wear on the day of a significant contest or in anticipation of an opening event. If the team apparel does not meet Daily Dress standards, the coach or captain must make a request to the dean of student and residential life by noon of the preceding day. Approved requests will be communicated to the team by the coach or captain. Student-athletes who dress down without permission will face dress code violation consequences and will risk having this privilege removed for their entire team. This is an occasional and not a regular privilege.

## Dress-Down Days

If a Dress-Down Day is declared by the president, head of school or dean of student and residential life, jeans and T-shirts in good repair are appropriate. Proper footwear is expected (no flip-flops) and the general guidelines of neat, clean, appropriately fitted and sized clothing are in effect. Students who choose not to follow the Dress-Down Day guidelines must follow the daily dress code or be subject to typical dress code violation consequences.

## Prohibited

The following are not allowed:

- Flip flops, slippers, athletic slides, open-toed shoes, shoes in poor repair.
- Exposed undergarments or midriffs.
- Frayed, torn, patched, ripped, sheer, distressed, ill-fitting clothes.
- Clothing with profanity or references to drugs or alcohol.
- Visible tattoos, tongue piercings, body piercing (other than modest piercings).
- Camouflage clothing.
- T-shirts worn over collared shirts.
- Blue denim pants, skirts, shorts (denim jackets of any color are permitted).
- Leggings are prohibited as standalone pants. They may be worn only under a skirt or dress except on SSA Spirit Days or Dress Down Days when athletic wear is permitted.
- Spaghetti straps, strapless, off-the-shoulder tops and dresses (unless worn under a cardigan, blazer, or other appropriate outerwear).
- Athletic clothing, including sweatshirts, leggings, pants, sweatpants, soccer pants or joggers (unless permitted for a SSA Spirit Day, team event or Dress Down Day).
- Shirts of any kind with graphics, brand names, or logos larger than 3" (unless permitted for a SSA Spirit Day or Dress Down Day).

# Schedules, Books and Lockers

## Course Lists

Course lists will be available electronically in mid to late July. Families will be emailed instructions on how to access these lists once they become available.

## Schedules

New students will receive their schedules during Orientation on Monday, Aug. 26, 2019. Returning students will receive schedules from their advisors on Tuesday, Aug. 27.

Note: Schedules will not be given out if required Family Information Update forms have not been turned in.

## Books

Books can be purchased online at the SSA Bookstore ([bookstore.mbsdirect.net/shadysideacademy.htm](http://bookstore.mbsdirect.net/shadysideacademy.htm)) beginning Aug. 1, 2019. Families will need to create an account and have their course list(s) to order books through the online bookstore. All orders over \$99 placed between Aug. 1-15, 2019, will ship free. Students are expected to have all of their Term I books on the first day of school. **Please note that books will not be available for purchase on campus.** Please visit the bookstore's FAQ page or email [store@shadysideacademy.org](mailto:store@shadysideacademy.org) with questions.

## Lockers

New students will have designated time to find their lockers during orientation. Returning students will obtain their locker assignments from their advisors on the first day.

# Special Reminders

## Medical & Athletic Forms

As part of the Family Information Update, required medical and athletic forms for all students must be completed via the Magnus Health system. Most forms are electronic and can be completed online. Forms that require a doctor's signature can be downloaded from Magnus, completed and signed by a doctor, and then re-uploaded to your Magnus account (do not mail or deliver forms to SSA). To access your Magnus account, go to [www.shadysideacademy.org/familyinfoupdate](http://www.shadysideacademy.org/familyinfoupdate), log in with your Parent Portal credentials, and click the Magnus link in the Step 2 box. **NOTE: All students must have physical exam forms and immunization records, completed and signed by a physician on or after June 1, 2019, on file in Magnus in order to begin classes or participate in preseason athletics in the fall.**

## Bus/Van Transportation

Transportation services will begin **Tuesday, Aug. 27, 2019**. For specific information about schedules and stops, please call your local school district or the bus company providing transportation for Shady Side Academy students. Please call SSA Transportation Coordinator Ms. Diane Curry at 412-968-3022 if you have any further bussing questions.

## Boarding Students

New boarding students should plan to move into the dorms (Croft House for boys and Morewood House for girls) between 2-4 p.m. on **Sunday, Aug. 25, 2019**. There will be a meeting for parents of new boarding students from 4:15-5:15 p.m. in the Benedum Student Center, followed by a dinner for new boarders, their parents and our residential life faculty from 5:30-6:30 p.m. New boarding students will participate in boarding orientation with the dorm advisors and prefects beginning at 7 p.m. Parents of new boarders should attend Form III and New Parents' Night in Memorial Hall from 7-8:30 p.m. All new boarding students are expected to stay in the dorm beginning Sunday night and be prepared to spend the week in the dorm, as orientation and a full week of school follow.

## Driving on Campus

Forms V and VI (junior and senior) students are eligible to drive and park on campus as long as they have an SSA parking permit. Permits can be obtained by completing the Senior School Parking Permit Application, available in the Deans' Office or on the SSA website behind the Student or Parent Portal on the Downloadable School Forms page. Completed applications should be submitted to the Deans' Office. If the application is mailed, please include a copy of the student's driver's license and insurance card. Students may pick up their parking permits in the Deans' Office during the first week of school.

## Student Photo/ID

All students are required to have an ID photo taken in order to receive a student ID card. These ID cards are used in the dining hall. Returning students may come to the Deans' Office to have their pictures taken and receive their ID cards beginning **Aug. 20, 2019**. New students will receive their ID cards during orientation on **Aug. 26, 2019**.

## Security

Shady Side Academy is committed to the safety and security of students, faculty, staff and visitors. The Academy utilizes a locked-door security system for campus buildings to maintain a high level of security and to restrict access to non-credentialed persons. Campus buildings remain locked at all times. Access to locked facilities may be gained through the use of an Academy-issued credential, either via a smart phone app or a small plastic fob. Each Senior School student will be issued a smart phone credential unless a fob is specifically requested. Students will not be provided with both types of door access.

So that all student door access rights can be generated and ready for the first day of school, any student preferring a door access fob instead of a smart phone credential should notify the Academy via email at [dooraccess@shadysideacademy.org](mailto:dooraccess@shadysideacademy.org) no later than **Aug. 19, 2019**.

New students will be instructed to download the smart phone app and establish credentials at Orientation on Aug. 26, 2019.

# Opening Days Schedule

Aug. 12	Monday		Preseason athletics begin
Aug. 14	Wednesday	8:30-9:30 a.m.	Form III and New Parent Coffee, Benedum Student Center
Aug. 22	Thursday	6:30-7:30 p.m.	Form III and New Parent Coffee, Benedum Student Center
Aug. 25	Sunday	2-4 p.m. 4:15-5:15 p.m. 5:30-6:30 p.m. 7-8:30 p.m. 7-8:30 p.m.	Dorms open for new boarding students Meeting for parents of new boarding students, Benedum Student Center Dinner for new boarders, their parents and residential faculty Form III and New Parents' Night for all new parents, Memorial Hall Orientation for new boarders, Croft and Morewood Commons
Aug. 26	Monday	8 a.m.-3 p.m. 9 a.m.-1:30 p.m.	<b>Orientation for new 9th grade students, Benedum Student Center</b> <b>Orientation for new 10th, 11th and 12th graders, Benedum Student Center</b>
Aug. 26	Monday	3-5 p.m. 6-7:30 p.m. 7:30-9 p.m. 9-10 p.m.	Returning boarders arrive Residential life picnic for boarders, dorm advisors and residential faculty Dorm meetings Ice cream social for residential life program
Aug. 27	Tuesday	8:15 a.m.	First day of classes, modified schedule, Convocation, <b>Formal Dress</b>
Aug. 28	Wednesday		Summer Reading book discussion in designated rooms, Modified Day I schedule

## Need More Information?

Academics	Ms. Logsdon	412-968-3148	clogsdon@shadysideacademy.org
Advisory Program	Mr. Green	412-968-3087	cgreen@shadysideacademy.org
Athletics (including preseason)	Mr. Deal	412-968-3065	edeal@shadysideacademy.org
Attendance	Mrs. Strafalace	412-968-3117	estrafalace@shadysideacademy.org
Bus Information	Mrs. Curry	412-968-3022	dcurry@shadysideacademy.org
College Counseling	Ms. Lieberman '98	412-968-3099	llieberman@shadysideacademy.org
Counseling	Mr. Runnette	412-968-3032	crunnette@shadysideacademy.org
Deans' Office	Mrs. Strafalace	412-968-3117	estrafalace@shadysideacademy.org
Family Information Update	Mrs. Curry	412-968-3181	familyinfoupdate@shadysideacademy.org
Head of Senior School	Mrs. Lau	412-968-3001	slau@shadysideacademy.org
Learning Specialist	Mrs. Lashway	412-447-2216	slashway@shadysideacademy.org
Residential Life	Mr. Green	412-968-3087	cgreen@shadysideacademy.org
Scheduling	Ms. Sewchok	412-968-3133	ksewchok@shadysideacademy.org
Student Life	Mr. Green	412-968-3087	cgreen@shadysideacademy.org

