



# CHRISTIAN BROTHERS ACADEMY

850 Newman Springs Road • Lincroft, NJ 07738-1698

August 2021

Dear Parent(s) or Guardian(s) of a Freshman Student:

I am honored to welcome you and your son to the very special community of Christian Brothers Academy. The four years ahead will present your son with the opportunity to grow in Mind, Body, and Spirit. Saint John Baptist de La Salle reminded his earliest Brother-Teachers that “Christ entrusted the students to our care.” In my role as Dean of Students I feel blessed to accompany your son on his path towards manhood. I look forward to doing all I can to assist him in developing a Christian Ethic.

I thank you and your son in advance for *carefully reading* each document that is presented in the August mailing and online upload. Please especially read over the **Handbook/Calendar**. Central items such as the *dress code* and *haircut regulations* should be read very carefully prior to orientation day and the beginning of the academic year. Please also pay particular attention to the instructions regarding *mobile phones*, *internet/social media usage*, and *absence/tardy procedures*. Knowledge of such information and expectations are centrally important in assisting each student in developing an Ethic reflective of an Academy Man. *It is pivotal that each young man recognize that our code of conduct seeks to develop the self-discipline necessary to achieve such an Ethic. Hence, it is my responsibility to vigilantly hold students accountable to that code of conduct.*

In an effort to introduce you and your son to the traditions of CBA, below you will find a number of activities and information that mark the opening of the school year. Such events and information will help you and your son to prepare for participation within our school community. Further, they will assist in offering an understanding of the Code of Ethics and Standard which create the very foundation of Christian Brothers Academy.

**Freshman Class Orientation** will take place on Tuesday, September 7<sup>th</sup>. Your son should come to Orientation with a proper haircut and dressed according to the regular dress code requirements (see below). This day will consist of an extended homeroom period in which your son will receive his state loan textbooks, be given his locker number, have his yearbook photograph taken, and participate in presentations from the administration and staff of the Academy. *If not properly dressed or groomed boys may be sent home.* Freshman students should assemble by 8:20am on September 7<sup>th</sup>, in the Henderson Theater. This orientation day will conclude at 12:30pm at which time parents may pick up their son(s) or buses will be available to pick up students at 12:30pm.

**The First Day of Class** will be Thursday, September 9<sup>th</sup>. Students should be in homeroom by 8:20am and will be dismissed at 2:30pm.

## **Attendance Procedure**

In the event a student is going to be absent, late, or needs an early dismissal:

- Please call the attendance hotline 732-747-1959 x 300 or email [attendance@cbalincroftnj.org](mailto:attendance@cbalincroftnj.org) prior to 8:00 am.
- Following any absences, students are required to bring in the Attendance note to the Main office first day upon return.
- If a student is going to be late to school, he is required to arrive to the Main office with an Attendance note.
- **Failure to present a written note for any lateness or absences may result in detention.**
- **More than three tardy arrivals in any one quarter will result in detention.**
- If a student will be leaving early, he is required to bring the Attendance Note to the Main office before homeroom. Prior to leaving, he is required to stop back by the Main office to sign out.
- **Students are NOT ALLOWED TO LEAVE SCHOOL WITHOUT SIGNING OUT IN THE MAIN OFFICE.**
- You'll find posted, a standard absence letter template on the CBA website. Please use this form throughout the school year to communicate absences, late arrivals and early dismissals.

**Dress Code & Grooming:** Students must wear a solid colored dress shirt (*no stripes, plaids, or patterns*), solid colored long dress pants *with belt*, and shoes *with socks* appropriate for a business environment. All students should also have a standard blue blazer or suit jacket that may be worn in cooler months or required for special events. ***By Orientation Day hair is expected to be cut above the collar, off the ears, and above the eyebrows.*** Also, on Orientation Day, all students should be in full dress code, shirt, tie, pants and additionally, a blazer for their yearbook photo.

**Computer/Internet/Social Media:** Personal computers and tablets may be used in class. Students are expected to ***exhibit the highest moral and social behaviors*** in relation to their internet and social media use. The Acceptable Use Policy for Computing and Related Technologies, signed by parents and students at the beginning of Freshman Year, remains in effect.

**School Buses** will be parked in front of the main entrance at 2:30pm each afternoon. Please remind your son that the buses will leave promptly at 2:35pm. **Your township arranges notification of bus times and stops. Such information should arrive prior to the start of the school year; if not, please contact your local school district.** Those students who take CBA charter buses will be notified by the school about pertinent information.

**School Pick-Up Information:** All traffic will be stopped at 2:35pm each day to allow the departure of the buses. If picking up your son by car after school, it is *strongly suggested* - for your own convenience and to reduce traffic congestion - to ***wait until 2:45pm*** to arrive in order to avoid any traffic delays caused by the buses.

**Freshmen Retreats** will be March 3<sup>rd</sup>, 4<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup>. The retreat program consists of presentations about the unique Lasallian nature of CBA, student and faculty talks on faith development, games, and activities. Growing in recognition of God's real presence at work in their lives via retreat experiences is an integral part of your son's CBA education. Considering that truth, attendance is therefore, mandatory. More information on your son's retreat will follow later in the school year.

**The Mass of the Holy Spirit** will be celebrated in school on Friday, September 10<sup>th</sup> for the entire student body. At this traditional opening mass of the new school year we will pray for the Holy Spirit to guide us and bless us in the months to come.

I am truly looking forward to working with you for the benefit of your son. I hold it as a true vocation to assist in the development of his intellectual maturity and moral responsibility so that he may clearly identify his God-given talents and develop the courage and ethos to live out his calling.

Sincerely,



Matthew Meehan, M.T.S.  
Dean of Students