



The Shepherd's Academy

Celebrating success – every child matters

Riviera Road, City of Belmopan, Cayo District, Belize Tel: 615-4279 / 824-2113

About the school:

The Shepherd's Academy is a non-profit Christian educational institution which offers a solid academic program of studies while developing sound moral values in our students. We recognize the importance of equipping each child with the basic life skills to enable him/her to develop into a proper and productive member of society and citizen of Belize.

We believe that the partnership of home and school, and the commitment and effort of each to provide the best learning environment for the child will ensure success. We invite open communication among parents, students and teachers to cater to our children's best interest.

Motto: "Celebrating Success"... "Every Child Matters"

Mission: To be an inclusive school providing a high quality, creative and challenging education within a secure, caring and happy environment, where every child experiences a sense of enjoyment and achieves full potential.

Vision: To create a Christ-centered, secure, stimulating and healthy learning environment, this respects and nurtures the uniqueness of all in order to bring out the best in everyone.

Curriculum: The school uses the **ABeka Book** curriculum in all subjects except Social Studies for which we follow the Ministry of Education's national curriculum. In all subjects, however, we ensure full coverage of the national curriculum.

School hours: 8:30 a.m. to 3:00 p.m. for all grade level. The Preschool program runs during the morning hours, but parents have the option of having the students return for the afternoon session for the children to be differently engaged.

Supervision: Teachers are required to fully supervise students during school hours from 8:00 a.m. to 3:30 p.m. or until every last child has left the compound at the end of each school day which is 3:30p.m.. Additionally, there are security personnel to man the gates during drop-off and pick-up times, during morning and afternoon breaks and during the lunch hour.

Lunch: There is a 45 minute break for lunch between 11:45 a.m. to 12: 30 p.m. Cafeteria services, are provided by a private individual, with arrangement in advance, prior to the commencement of classes.

Uniform: All students wear a grey Polo shirt with the school logo embroidered on it. This is worn with a navy blue bottom. Boys may use long or short trousers, no cargo/Capri style; girls may use a pleated skirt or trouser, no cargo/Capri style. Polo shirts, skirts, trousers Physical Education Uniforms are sold exclusively at the school. Foot wear must be FULL BLACK LOW CUT with socks (Black, Blue, White), two inches above the ankle.

Polo shirts are to be tucked in the trousers and skirts. Black belts must be worn if the trousers are worn for this purpose.

No excessive jewelry, girls are to wear a simple hairstyle and boys a low haircut without markings.

Fees: A registration/book fee of \$400.00 for those agreeing to utilize used text books and \$650.00 for those opting for new books to be provided, is due at the time of enrollment, this is **non-refundable** and **non-transferable**. This fee covers administrative processing for the school year as well as workbooks and textbooks for the student's respective curriculum. **Workbooks become the property of the students, however, textbooks and readers remain the property of The Shepherd's Academy.**

Those students choosing to have the "new book" option are to make such request latest 15th June, 2016.

The student is responsible for the care of all books in their possession. The school appreciates the cooperation of the parents to ensure that textbooks and readers are kept free from markings or drawings.

The student/parent/guardian will need to cover the cost of replacement for textbooks that are lost and not turned in at the end of the school year or have been destroyed.

There is a monthly tuition fee of \$275.00 which is due on the 1st day of each month; there is a grace period of five days for those who and when find themselves in a financial difficulty. Where the 1st DAY of the month falls on a weekend or holiday the payment is due on the working day that follows. A late fee of \$25.00 applies after the grace period. Payments can also be made via deposits at The Belize Bank A/C 015308 or ScotiaBank A/C 1936629. For bank payments kindly have banks input name of the student or otherwise submit the deposit slip to the school office for an official receipt.

A fee of \$100.00 is applicable for returned cheques.

A supplementary supplies list is issued for each class for stationary and other materials and books not provided by the school.

Details of these requirements as well as other rules and regulations are found in the Student Handbook which should be read in conjunction with this fact sheet. Details are also posted on the school's website at theshepherdsacademy.com.

As parent/guardian I will abide by the policies and regulations of The Shepherds Academy found in this fact sheet and the Student Manual. I am aware that failure to comply with said policies and regulations will have consequences that may include suspension or dismissal from the Academy.

Signature of Parent or Guardian: _____

Name of Parent of Guardian: _____

Relationship to Student: _____

Name of Student: _____

Date: _____

Polo Shirt Size: _____ Pants/Skirt Size: _____ PE Uniform Size: _____