September 10, 2013

Dear Parents/Guardians,

FCPS has clearly described the situation under which children may carry fliers or announcements home to parents in FCPS Regulation 1367.3. According to the regulation, students may only carry fliers consistent with the school’s educational mission and maintain the welfare of children.

All nonprofit organizations are eligible to submit fliers in accordance with the guidelines as described below:
- Charitable solicitations, partisan political organizations, and commercial or profit-making enterprises are excluded with the exception of school-business partnerships and events.
- Students may not carry advertisements.
- Non-profit organizations such as the Boy Scouts and Girl Scouts may only use the backpack system at designated times during the year.
- The fliers must be representative of something appropriate to the children and not violate any rules of decency, political campaigning, or marketing.
- The designated dates for distribution of the fliers are set by the school principal.

At Lemon Road, the dates that Wednesday envelopes may be used for carrying announcements from non-profit organization are: **September 25, 2013 and February 5, 2014**.

All announcements/fliers must be approved by the administration in advance, allowing at least one week turn-around time. Upon receiving approval, the organization is responsible for supplying the copies (pre-bundled) to the school by the Monday preceding the designated distribution date. The announcements/fliers also must carry the following disclaimer: **These materials are neither sponsored nor endorsed by the Fairfax County School Board, the Superintendent, or this school.** PTA materials and announcements must also be approved in advance, but are not restricted to the two dates listed above. No materials carried by children may promote improper behavior or political opinion.

Andrew Camarda
Principal