RMS Parent Resource Guide

Robinson Middle School

A parent’s guide to the middle school.
Welcome to Robinson Middle School

The administrators, faculty and staff are delighted that your student will be joining us for the upcoming school year. The purpose of this Parent Resource Guide is to provide you with tips to help your child have a successful middle school experience at Robinson. It is our hope that many of your questions will be answered about our middle school procedures and policies. However, you can always feel free to contact your child's teacher or counselor to help guide you through the middle school experience. As we work together, we strive to create a learning community that values personal achievement, good conduct, real effort and true caring. We encourage your family to be actively involved with us to help achieve that goal.

The School Day and Block Schedules

The school day starts at 8:00 and ends at 2:45. Robinson Middle School works on an alternating block schedule, with Blue and Gold days. Each day, the students will have 4 classes. On blue days, your child will attend periods 1, 3, 5, and 7. On Gold Days during period 2, your child will attend a rotating Learning Seminar/Raise, then periods 4, 6, and 8.
RAISE

Ram Academic Support for Everyone

On Gold Days, after the rotating Learning Seminar time, your child will attend RAISE. Middle school students are assigned to a specific teacher for this 35 minute block. During RAISE your child will have the opportunity to retake tests, finish assignments, meet with a teacher for extra support or enrichment, work on projects, and many other supports or intervention. All students must report to their assigned RAISE teacher first, and then if they have a pass from another teacher, they may report to that class. Teachers will provide passes to their RAISE classes, by writing in the student’s agenda. RAISE will appear on your child’s schedule as TA/Activity. RAISE is NOT “free time” for students or teachers. It is NOT a time to socialize, sleep, or other non-academic activities.

Parents, please encourage your student to use RAISE to their benefit.

After School Program

We encourage all students to become involved in extracurricular activities. Research indicates that students who participate in extracurricular activities perform better in school. The middle school runs a very active after school program. Students may participate in a blend of academic support and enrichment, leadership, social skill, and youth development, fine and performing arts, health and fitness activities. Activities are led by teachers, counselors, coaches, and support staff. Late busses are provided Monday, Wednesday, and Thursday. For more information about our after school program, please contact Mary Aunon at mfaunon@fcps.edu or 703-426-2339.

Middle School Teams

The middle school works on a team concept which ensures that teachers take a holistic view of your child. Each student is placed on a team with core teachers and a counselor. The team meets to review student progress, as well as to create team activities. Your child’s team will be listed on their schedule as Team Design.
Middle School Student Services (School Counseling)

A staff of professional school counselors, under the leadership of the Director of Student Services, offers a comprehensive school counseling program. Each student is assigned to a counselor, based on their team placement.

Counselors are available to work with students, parents and teachers on a variety of issues ranging from personal/social growth to academic success. Please feel free to contact your child’s counselor with any needs you may have. If you have any questions or concerns regarding your child’s middle school experience, please contact the Student Services Office at (703) 426-2222 to be directed to the appropriate counselor. Additionally you may refer to the Robinson Secondary website, and the Middle school Student services page.

http://www.fcps.edu/RobinsonSS/stud_serv_ms/MSStudentServices.html

Registrar:

Our registrar handles student files, student registrations, and transfers to other schools. If your family moves during the school year, please be sure to contact both your counselor and our registrar. You may be asked to provide additional documentation. She can be reached at 703-426-2222.

Homework and Grading

Your student will be assigned homework regularly. To have a successful middle school experience, your family will need to set aside time and space for daily homework completion. As a rule, you can expect around an hour to an hour and a half of homework each night.

To help you keep track of homework assigned to your student, you can create a Parent View account on FCPS 24/7(Blackboard). In addition all grades will be parent accessible through the electronic gradebook. Each parent will be given a SIS (Student Information System) Parent Vue Account. Information for creating and logging in to your ParentVue account can be found at http://www.fcps.edu/RobinsonSS/parents/parent-access.html.

Interim grade reports will be available during the fourth or fifth week of each grading period to provide you an opportunity to keep up the good work or make a strong effort to help your child improve their grade.
Lockers

All middle school students will have 2 lockers - one in the subschool and one in PE. Students must buy their lock for PE lockers at Robinson. (The locks may be purchased with the uniforms during PE classes, the first week of school.)

As a rule, students go to their lockers during passing time and do not carry backpacks with them during the school day.

TIP 1: Locker shelves are really helpful
TIP 2: Practice with a combination lock over the summer!

How to report an absence

When your child will be absent, please call the automated attendance line at 703-426-6040. Students are responsible for making up all missed assignments and are expected to check with their teachers immediately upon returning to arrange for make-up work.

Coming to school late or leaving early

If your student is late (tardy), he/she will need to report to the subschool office before going to class. If your student will be leaving early, please notify the school office through a note. (Please do not use email for this purpose). Your student will receive a pass and will meet you in the subschool office. Please allow yourself enough time to check in at the MAIN OFFICE first and walk down to the middle school office. We only dismiss middle school students to a parent or guardian.

Lunch

Your student is welcome to bring lunch from home or to buy from the cafeteria. Microwaves are not available for student use.

To buy lunch, please set up an account at www.lunchmoney.com.

If your child is coming from another FCPS, their previous account information will roll over to Robinson.
Health/Clinic Room

The Health Room is located in the main hall close to the front door of the school. Care is provided for students with minor health issues. As well, all medications are kept and dispensed in the health room. Authorization papers are available at the health room or on the website. Emergency medications, such as inhalers or Epi-pens, may be carried by the student. Parents need to complete an authorization form, also located on the website or in the health room. You can reach the health room at 703-426-2110.

BYOD: Bring your own device

Students may have their cell phones, I-pads, and other devices on school grounds. Please note: devices are to be used for educational purposes during the school day. Unauthorized use may result in confiscation. In the event a device is taken from a student, the parents will be notified and the device will be returned to the parent or guardian.
As well, we are available to speak with you by phone or email. Feel free to be in touch with your child’s teacher or counselor with any concerns you may have.

Important Phone Numbers and Websites:

**Director of Student Services**  
Jennifer Miley  
(703) 426-2223  
jmmiley@fcps.edu

**Registrar**  
Administrative Assistant and Registrar  
(703) 426-2222  
(703) 426-2186 (fax)

**Counselors**  
**Richard Bevilaqua**  
703-426-2226  
**Jamee Kelley**  
703-426-2215  
**Anecia Robinson**  
703-426-2214  
**Dolores Malloy**  
703-426-2225

http://www.fcps.edu/RobinsonSS/stud_serv_ms/MSStudentServices.html

**Assistant Principals**  
Sharon Newcome  
703-426-2211  
Scott Bergquist  
703-426-2210

**Afterschool Specialist**  
Mary Aunon  
703-426-2339