School Hours

Our bell schedule for the 2014-2015 school year.
Monday-Friday 9:05 a.m. – 3:55 p.m.

Welcome Walk
We are excited that this year we will host our second Welcome Walk on Thursday, August 28 from 9:30-11:45 AM. Your child will meet their teacher for the new school year when the teacher drops by your home for a brief “door visit” to introduce themselves and welcome your family.

If you are not home during the Welcome Walk, the teachers will leave a door hanger that contains the teacher assignment and class information. Out of area students will receive a telephone “visit”. First day packets will also be delivered, if you are home. Please call the school by 4:00 PM, on Tuesday, August 26 if you will not be home and do not want the hanger left on your door.

Sixth grade students who have not provided documentation of receiving the Tdap booster will not be assigned to a class or receive a visit.

Classroom Visits/Supply Pickup/Drop Off
Students can bring their school supplies and visit their classrooms for the first time on Thursday, August 28 from 4:15-5:15 PM. Pre-packaged school supplies will be ready for pick-up in the gym for those families who ordered them last spring. If you did not pre-order supplies, supply lists are available on the school website and in the front office. If you did not receive your child’s “First Day Packet” during the Welcome Walk, these packets will be available during the Classroom Visit. If you do not receive the packet that day, it will be sent home with your child the first day of school.

During 3:30-5:15 PM on August 28th, you will also be able to drop off medication at the school clinic and put money on your child’s lunch account in the cafeteria.

Welcome Back Picnic
This is a VRES tradition! The PTA will sponsor a gathering near the blacktop on Thursday, August 28 from 5:00-7:00 PM. There will be activities for the children. All families are invited to bring supper for their families and a dessert to share. The PTA will provide beverages.

Back to School Night
Back to School Night will be held Monday, September 8th for K-3 and on Tuesday, September 9th for grades 4-6. At 6:15 PM, on both evenings, parents will have an opportunity to “Meet the Specialists” and our principal, Laraine Edwards, and assistant principal, Jason Skerker in the library. Classroom presentations will begin at 7:00 PM.
You will be able to sign up for Parent View at Virginia Run at Back to School Night. For newly registered FCPS 24-7 Parent View account holders, bring your unique registration key, which was sent to your e-mail address when you registered, and a photo ID with you to validate your account. You may then login and enter your child’s emergency care information via weCare@school. Computers will be available in the library. To obtain your registration key, go to http://fcps.blackboard.com

New Parent Coffee
On Friday, September 12, from 9:15 until 10:30 AM, the PTA and administrators will host a coffee for parents new to Virginia Run Elementary School in the cafeteria. You will have the opportunity to meet Mrs. Edwards, principal, Mr. Skerker, assistant principal, Mrs. Leonard and Mrs. Habermeyer, our counselors. Our PTA members will be available to answer any questions about the community and to offer assistance to new families. Please RSVP by calling the main office at 703-988-8900. We hope to see you there.

Arrival
Students should report to school no earlier than 8:55 AM. Students go directly to the classrooms at 9:05 AM. Students arriving prior to 9:05 AM will go to their designated grade level area. Students who are not in their classroom by 9:15 AM will be marked tardy. During the first week of school, staff members will be available to assist students in locating their classrooms.

Transportation
You will receive the schedule of bus routes from your child’s teacher during the Welcome Walk. Please note that some bus routes may have changed since last year. Review the route and number with your child so they board the correct bus. Please report to the bus stop five minutes before the listed time.

Students are required to board and depart the bus at the stop nearest to their home to prevent overcrowding on buses. Any changes require permission from the school office. Please be patient with any changes or delays in the transportation schedule as some needed adjustments are made during the first week of school. (Kindergarten parents: kindergarten students riding on afternoon school buses will be returned to school unless they are met at the bus door by a parent, a guardian/caregiver, or sibling, 7th grade or higher and asked for by name.)

Please notify the office, in writing, of child care plans resulting in your child having a bus stop other than the one closest to your home. We need this information as soon as possible in order to assure correct transportation information.

Car riders must use the Kiss N’ Ride area in front of the school. Staff members will be on hand to assist, in the mornings until 9:15 a.m. Children should be in their classroom by 9:15. Please remember our tardy bell rings at 9:15 AM. Tardy students should be accompanied into the office by a parent or guardian.

Please treat our staff members monitoring Kiss N’ Ride respectfully. Remember that Kiss N’ Ride is offered as a courtesy to our parents and these staff members make it possible to offer this service.
For safety reasons, the side driveway (bus area) is restricted to bus traffic in the morning and afternoon. Parents are not permitted to use the side driveway. Dropping your child off in the side parking lot presents a safety hazard for students, staff, and vehicles.

**Breakfast/Lunch**

Breakfast is served at VRES. Students will be able to pick up a “Grab and Go” breakfast for $1.75. Students on free or reduced meals receive breakfast for free. The price for a school lunch will be $2.90 including milk. Milk may be purchased separately and costs $.60. Lunch will be served beginning Tuesday, September 2nd. Breakfast will begin being served on Thursday, September 4th.

You may deposit money into your child’s lunch account during the classroom visit in the cafeteria, or by sending a check made payable to *Virginia Run Food Service* the first day of school. Money can be added to the account at any time during the year. You may also pay for your child’s lunch card online at [www.myLunchMoney.com](http://www.myLunchMoney.com) (There is a convenience fee.) Any available balance that remained in the student’s account in June will automatically carry over to this year.

Forms inviting qualifying families to apply for reduced prices were mailed to homes in August. Forms may be requested confidentially through the main office.

**Wednesday Envelope**

Please read over the contents of the envelope carefully. Inside you will find valuable information and forms which need to be returned to school. The Wednesday Envelope is our communication link with you. The Wednesday Envelope is a bright yellow envelope that students will take home every Wednesday. In the envelope you will find fliers, schoolwork samples and other school communications. Parents are asked to remove and read the contents, sign the front of the envelope, and help students remember to return it to school the next day.

**The Viking Voice (Newsletter)**

The “Viking Voice”, the school’s newsletter is published monthly. The newsletter is posted on our website as part of our initiative to “go green.” The newsletter will provide you with important information from the school and PTA. Please take time to read it. All families will receive a hard copy of the first newsletter. If you would like to receive a hard copy of the newsletter monthly, the request form will be included in the first issue of the newsletter and posted on our school website at [www.fcps.edu/VirginiaRunES](http://www.fcps.edu/VirginiaRunES)

**Emergency Care Card Form**

This form is our “lifeline”. We cannot emphasize enough the importance of having accurate, up-to-date parent information on this form. Your child’s well being at school depends on it!

We appreciate your assistance in providing complete and current information. You will have two options in returning your emergency care information form:

1. Option #1 will be to fill out the blank form provided in the first Wednesday envelope.
2. Option #2 make changes online via weCare@School (you must have an FCPS 24-7 Parent View account), print a copy and return it to your child’s teacher.

If you do not have access to email, please let the main office know so we can use alternative methods to contact you.

We will not release any child to any adult other than the parent/guardian or persons listed on the emergency care form. Please list several friends and/or relatives whom we may contact in the event of an emergency if we cannot reach you at home or work. Do not list pager numbers unless you will be able to return our call promptly. We greatly appreciate your cooperation in completing this form.

**Keep in Touch (KIT)**
Keep in Touch (KIT) is a school-home communication system for parents, students, and community members that enable families to receive timely information from the school system and from individual schools. KIT messages are sent when there is an emergency or an unusual situation at a school as well as for routine messages.

In addition, all FCPS schools will be using the Keep in Touch system to send attendance and low lunch money account notification messages to parents. It is very important to update your Keep in Touch information. Families have two options:

1. Fill out or update your child’s emergency care card form and return it to school.
2. Update your child’s emergency care contact information via weCare@School, (you must have a Parent View account.)

**weCare@school/ Parent View**
weCare@school is a program within the FCPS 24-7 Parent View which enables parents to securely access and update the emergency care information for their children. It also enables first responders, to emergency situations in schools, to securely access emergency care information on students via wireless, handheld devices.

For your convenience many FCPS forms, can be found on the internet (see website links below). Choose the form you need, complete it, print it, and send it in with your child. This will save time if you need to complete forms for more than one child.

**Required forms:**

- Emergency Care Information Form
- Health Information Form (Grades 1-6)

**Clinic Health forms (if applicable)**
- Medication Authorization Form
- Student Use of Inhalers Form
- Student Use of Epi-Pen Form
Parent Information regarding Student Opt-Out Rights and Choices (if needed)

General Opt-Out Information for Parents
FLE Opt-Out Forms

Other Resources:

Lunch Money Account
Keep In Touch (KIT)
Parent View Account Information
Student Insurance Information
Free and Reduced Lunch Application

Parent Teacher Association (PTA)
Students and staff greatly appreciate the support we receive from the PTA. All parents are encouraged to join the PTA and help make the 2014-2015 school year successful for all students.

For a list of the current PTA officers and to stay informed regarding all upcoming PTA activities, visit the PTA website at www.vrespta.org.

Parents will be able to join the PTA at the Welcome Back Picnic and purchase spirit wear at the Back to School Nights.

Important Dates

- **August 28** Welcome Walk, 9:30-11:45 AM
- **August 28** Classroom Visits/Supply Pickup/Drop Off, 4:15-5:15 PM
- **August 28** Back to School Picnic, 5:00-7:00 PM
- **September 2** First Day of School
- **September 8** K-3 Back to School Night: 6:15 PM Meet the Specialist 7:00 PM Classroom Visit
- **September 9** 4-6 Back to School Night: 6:15 PM Meet the Specialist 7:00 PM Classroom Visit
- **September 12** New Parent Coffee, 9:15 AM