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Kindergarten - 6th Grade
Preschool AM Session
Preschool PM Session
PAC Class

School Hours
Monday-Friday (8:00) 8:10-2:50 (3:00) *
Monday-Friday 9:05-12:20
Monday-Friday 12:20-3:35

*The 2014-2015 bell schedule format has changed from previous years. The school day start time now begins when students exit the buses at 8am with announcements beginning at 8:10; and ends when buses depart at 3pm with dismissal beginning at 2:50. Our core hours remain 8:10-2:50. Students may be dropped off as early as 7:50am and should be picked up by 2:50pm.

Open House
Open house will be held on Thursday August 28th from 2:00-3:00 pm. This is an opportunity for parents and students to tour and get comfortable with your child’s school. Student information packets with Emergency Care Forms, PTA Membership Forms, etc. will be available at this time for each student to take home. Parents are urged to complete all Emergency Care and Medical Forms and have your child bring them to their teacher on the first day of school. Consider that Open House is a good time to deposit funds into your child's lunch account in the cafeteria and bring in medication to the clinic. The reassuring visit during Open House can mean a more restful weekend for your family and better night’s sleep for that exciting first day of school. We are looking forward to seeing you on Thursday!

Class Assignments
Class Assignments will be posted on the front doors of the school from Noon -7pm on  Wednesday, August 27th.

Kindergarten Orientation
We will be presenting the Kindergarten Orientation for parents who were not able to attend the session offered in April. This is a repeat of the program previously presented and no new information will be given at this time. This session will be for parents only. The orientation will be held on Wednesday, August 27th from 3:00-4:00 in the school library. If you have any questions, please call the school office at 571-642-6300.

In the event that you are unable to attend the orientation, you may view it online at:
http://www.fcps.edu/islandcreekes/documents/kindergarten%20orientation%20spring%202013.pdf
First Day of School

The first day of school is Tuesday, September 2nd. Classes will begin at 8:10am and students will be dismissed at 2:50pm. Walkers and car riders should arrive to school no earlier than 7:50am. We ask that all students who are able to ride the bus or walk to school do so to avoid a back up in the Kiss-N-Ride loop.

Please remember that all students must have updated immunization information on file and a complete registration packet in order to start school on September 2nd. Students who do not meet these requirements will not be assigned to a classroom until these requirements are met.

The following link will give you more information regarding extended hours/locations of the various Health Department offices offering immunizations for school entry:

http://www.fairfaxcounty.gov/hd/immun/immunupdate.htm

Back to School Packet

Please make time during the Labor Day weekend or the evening of September 2nd to review documents in the Back to School Packet. Please note that the forms should be filled out, signed and returned to school immediately. Emergency contact and medical update information are critical for the safety of your child. Parents should also look for the FCPS Student Rights and Responsibilities. In accordance with state regulation, parents are required to review the information and return the signed signature sheet to school by October 1, 2014.

Back to School Nights

We are changing how we do our Back to School Night to better alleviate overcrowding and to better accommodate our community.

Mark your calendar now for Monday, September 22nd (for Preschool - 2nd grade) and Tuesday, September 23rd (for 3rd - 6th grade) from 7:00-8:05 pm.

The evening will begin with a brief meeting in the cafeteria. You will then visit your child’s classroom, meet the teacher and learn classroom procedures and expectations. You will have an opportunity to preview the year’s curriculum and the variety of teaching strategies that will be used to ensure your child’s success.

Back to School Night is a very important event and sets the tone for your child’s school year. We are looking forward to seeing you there.

PTA SCHOOL SUPPLY KITS

If you ordered a PTA School Supply Kit for the coming school year, it will be available in your child’s classroom at Open House or on the first day of school.

Additional PTA School Supply Kits are not available. For this years supply lists, please refer to the school website at:

http://www.fcps.edu/islandcreekes/supplylists.html
**School Lunch**

- A complete lunch includes one entrée, choice of vegetables, fruit, bread, and choice of milk.
- Students MUST select a fruit or vegetable with lunch.
- Daily milk choices include 1% unflavored, fat-free unflavored, or fat-free chocolate @ 60¢.
- Pear Organic Vanilla Soy Milk is available upon request @ 75¢.
- Vegetarian options available daily. Offer vs. Serve allows students to refuse meat entrée and request additional vegetables, fruit, and bread items.
- Entrees containing pork are labeled with the . • Items containing whole grains are labeled by (WG).
- Menus Subject to Change Due to Availability of Foods and Emergency School Closings.

**Prices**

Students can purchase only one breakfast ($1.75) and one lunch ($2.90) per day. Additional meals are available at adult prices (breakfast $2.20 and lunch $3.90) or à la carte, whichever is less. Students who qualify for free or reduced-price lunch will receive free meals on a pilot basis.

**Three Ways To Purchase Meals**

1. **On Line Using www.myLunchMoney.com**
   The service is easy to use, convenient, private, and secure. A convenience fee of $1.95 is charged for each student’s transaction. Once the account is open, parents can check the fund account at anytime.

2. **Check**
   Make checks payable to “(School Name) Food Services” and bring the check to the food service manager’s office. A local address and phone number are required to be either printed or handwritten on the check. The student name and PIN number are required on the check memo line.

3. **Cash**
   Cash may be brought to the food service manager’s office for deposit on student’s account, or students may pay cash on a daily basis.

**Refund Requests**

For lunch account refund request information log onto the following address: http://www.fcps.edu/fs/food/talk/faq.shtml#refunds

**Special Notes on Lunch Accounts**

- Payments may be specified for meals only or meals and a la carte snacks.
- A printed summary of child(ren)’s account is available by contacting the food service manager or by signing on with MyLunchMoney.com. You do not need to use the online account for this service.
- Remind child(ren) not to share their personal identification number (PIN) with friends.

Money can be added to the accounts at any time during the year. Accounts may be designated as “Lunch only,” or “open” which allows students to purchase a la carte items. Purchase of extra items adds up quickly and will impact the amount of money available for students to purchase regular meals. Please call our cafeteria manager at 571-642-6321 with questions.

**Menu Changes Due to School Closings**

School closings cause Food and Nutrition Services to change menus from the advertised menu. Parents cannot be notified of the changes in advance because of the uncertainties of the number of days of school closures, equipment failures, and product deliveries. Elementary school managers ask the school offices to notify the students of the day’s menu in the morning announcements. Regrettably this may result in student favorites not being available.

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**FREE AND REDUCED LUNCH**

If your child is receiving free or reduced lunch based on last year’s application, please be sure to turn in your a new application by 9/30/2014. For assistance please call Food Services at 703-813-4800.
Keep In Touch

The FCPS Keep in Touch (KIT) Basic is the automatic enrollment service of KIT for parents of FCPS students and employees of the system. It draws contact information from the student information system and the employee databases. FCPS central offices and schools use KIT Basic for three types of messages: emergency, attendance, and outreach. It is important that parents keep their child’s emergency contact information up to date with the school. Contact information may also be updated online through weCare@School, a feature of FCPS 24-7 Learning (Blackboard).

If you have any questions, please send them to fcpskit@fcps.edu

*Parents have the opportunity to opt out of email from outside organizations. Please see the opt out forms for details.

Attendance

When your student is absent, please let the school know by either email at: IslandCreekES.Attendance@fcps.edu, or by calling the attendance line at: 571-642-6363. Both options are available 24 hours. This is a critical safety precaution for your child. If we do not hear from you, you will be contacted from an automated system using the information from your child’s emergency care sheet.

SCHOOL SECURITY

Safety continues as an overriding priority at Island Creek Elementary. We regularly review our security procedures in order to ensure a safe learning environment for our students. We appreciate your assistance in helping us keep our students safe by following these procedures.

- We require all visitors and volunteers to sign in at the school office, and to leave photo identification which can be picked up as the visitor signs out at the office. Visitor badges should be removed before you exit the school.

- Once a visitor or volunteer signs in and indicates their destination within the building, they are expected to remain in that location for the duration of their visit. This will assist us in accounting for all the people who are in the building at any time in case of an emergency.

- Visitors can expect to be challenged by school personnel if they are not displaying the visitors badge issued at the office.

- We are also asking parents who walk to pick up their children at dismissal to remain in the lobby area visible from the office windows and not go past the security sign posted at the fish pond.

These recommended procedures have been adopted to protect the safety of our students. We appreciate your support in ensuring a caring, happy and most importantly safe, learning environment.
School Drop-off Times
To ensure safety for our children, we ask parents to remember that students should arrive no earlier than 7:50 A.M. everyday. The school does not provide before or after school student supervision. For the first days of school, staff members are assigned to assist children in finding their classrooms. As a safety measure, we ask that all Kiss–N-Ride students be dropped off in the designated area only.

Transportation
Those students eligible to ride the school bus to school should pay particular attention to the bus schedule (pg. 13). Please report to the bus stop five minutes prior to the listed time. Students are required to board and depart the bus at the stop nearest to their homes to prevent over-crowding 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 students will not be let off the bus unless an adult is present. The bus driver may not accept responsibility for another person picking up your child. For this reason, if someone else will pick up your kindergarten student there must be a note sent to school. For additional information please see attached flyer “Parents Guide to Bus Safety.”

Take-Home Thursday
Thursday has been designated as our “take home” day. Parents are encouraged to look for communication from school each day, but we will try to limit most correspondence to Thursdays.

Each week you can look for “Weekly Words on the Island” which gives you an update of school activities and brief reminders.

Our monthly school newsletter, the “Crocodile Courier”, contains an array of interesting and pertinent information.

6th Grade Immunization Update
Effective July 1, 2014, all students in Virginia must receive a booster dose of Tdap vaccine prior to entering sixth grade.

If your child is required to have a Tdap booster, we ask that your child receive it and that you provide documentation to the school as soon as possible.

The Tdap booster can be obtained from your child’s physician. Immunizations required for school are also available at the Fairfax County Health Department at no charge. Clinic locations and walk-in hours are available online at http://www.fairfaxcounty.gov/hd/hdclinicsite.htm.

Students who have not provided documentation of having obtained the Tdap vaccine must be excluded from school.

Medical Permission Form
The school is not permitted to administer any medication unless a parent has completed a Medical Permission Form that requires a doctor’s signature. All Fairfax County Public Schools are required to count medications prior to dispensing and provide parents a receipt for the amount received.

Students are not permitted to transport medication! Parents must bring any medicine to school and check it in with the clinic aide or one of the secretaries. If this is an issue for your child, the clinic aide is available to assist you.

The school Health Nurse will be available during the open house to accept medications and discuss any concerns you may have.

If you have any questions, please contact Sandra Campbell, School Public Health Nurse at 571-642-6310 or at Sandra.campbell@fairfaxcounty.gov. Thank you for your cooperation.
Island Creek Elementary School
Vision and Mission Statement

Island Creek Elementary School Community is committed to academic achievement by building a cooperative, safe, and challenging learning environment, continuing professional staff development, establishing a strong parental involvement and partnership, and fostering a strong home/school connection.

Through high expectations, the students will be: Respectful, Responsible, Cooperative, Safe, Honest and Kind

MARK YOUR CALENDAR

August 27, Noon – Classroom assignments posted on front doors
August 27, 3-4pm – Kindergarten Orientation (repeat from spring)
August 28, 2-3pm – Open House (School-Wide) for parents and students

September 2 – First Day of School
September 9 – 7pm PTA Meeting
September 10 & 11 – Fall Picture Days
September 22 - 7pm – Back to School Night for Preschool – 2nd Grade
September 23 – 7pm – Back to School Night for Grades 3-6
September 29—Student Holiday

October 13 – Columbus Day Holiday
October 31—First Grading Period Ends (2 hour early dismissal)
November 3&4 – Student Holiday/Teacher Workday
November 26 – Two-hour Early Dismissal
November 27&28 – Thanksgiving Holiday
December 19 - Two hour Early Dismissal
December 22-January 2 – Winter Vacation

CROCS CREED: Valued Character Qualities

Island Creek Elementary School considers character education as a fundamental dimension of good teaching. We view parents as the primary moral educators of their children and believe schools build a partnership with parents. We actively foster in our students personal and civic virtues as an integral part of our school life. Our goal is to develop good habits and dispositions that will lead our students to responsible and mature adulthood. As an Island Creek Elementary School community, involving parents, educators and students we adopted responsibility, respect, cooperation, honesty, kindness and safety as our sustaining virtues. These qualities are modeled, taught, expected, celebrated and continually practiced throughout our school.
Island Creek Dismissal Options & Locations

School Bus/Child Care Bus Riders

Kindergartners walked to buses by teachers/ instructional assistants/safety patrols

First graders walked to buses by safety patrols

Grade 2-6 students participate in silent dismissal process (via television) from classroom to bus loop

Kiss-N-Ride

Participating students dismissed to Kiss-N-Ride area. Kindergarten is walked out by Kindergarten assistants.

Parents enter loop, stay in car and display car tag with student name(s) in window.

School Bus/Child Care
Bus Riders Walkers / SACC

Kindergartners escorted to front lobby/door by teachers/ instructional assistants/safety patrols

First graders walked to buses by safety patrols
Parents are encouraged to have their child follow their assigned transportation arrangements. If your child is provided bus service, we encourage them to travel by bus. If you live close to the bus transport line and wish to request permission to ride the bus, a request form is available from the school office.

As always, the safety of our students is a top priority. We are continually reviewing and assessing procedures and policies to ensure safety at Kiss and Ride. Please remember the following:

- **“Kiss and Ride” runs from 7:50-8:05.** Please make sure your student is in the building by 8:10. At 8:10 staff members will enter the building to begin their instructional duties and students will be directed to enter through the main doors.

- While we understand the stress and concerns of morning routines, we ask that all families and community members respect traffic laws around the school, and be understanding of each other as our students are transported to and from school. We appreciate your support of our efforts to ensure the safety of all our students.

**Morning Drop-Off**

- Kiss and Ride starts at 7:50 and ends at 8:05. If you arrive toward the latter part of the Kiss and Ride line, there is a good chance that your child will be late. Students are not allowed to be dropped off prior to 7:50. The school does not provide before or after school supervision. Please make sure there is an adult outside before you drop your students off in the morning.

- Students can only be dropped between the two orange cones placed at either end of the Kiss and Ride area. Do not drop children off until you have reached the designated area.

- Although every effort is made by patrols and teachers to open the car door for your child, children are allowed to get out of cars themselves—as long as a teacher is present in the Kiss and Ride area.

- Please do not pass cars in the Kiss and Ride line or get out of the car.

- If you need to have a discussion with an adult, the Kiss and Ride is not the place. Please park your car and come to the office. Discussions at Kiss and Ride hold up the Kiss and Ride line.

- You will notice red cones guiding a right hand only exit from the “Kiss and Ride” lot. The purpose of the cones is to restrict vehicles from making left hand turns from the “Kiss and Ride” driveway onto southbound Morning View Lane.

- After 8:10, if Kiss and ride is closed, parents must sign their student(s) in at the office.

**Afternoon Pick-Up**

- Please write your child’s FIRST and LAST NAME in big letters on a Kiss and Ride car tag and place it on the dashboard of your car. Kiss and Ride Car Tags are available in the office.

- You will be motioned to pull all the way to the end of the line for pickup. Your child will be called over to stand behind the patrol. After the patrol sees you have come to a complete stop, he/she will open the door and assist your child into the car.

- If your child is not outside when you arrive, you will need to drive around and re-enter the Kiss and Ride line.

- Please do not get out of your car.

- Remember, if your child is a walker, they should be coming out the front door (Door #1). Please remind your student(s) to stay on the sidewalk and to go straight home.

Special Note: The bus parking lot will be closed from 7:45-8:15 am and from 2:45-3:05 pm. Cars will not be allowed to enter or exit the lot during these times. We recommend that you utilize “Kiss and Ride” to pick up your student or that you park on Morning View Lane if you need to come into the school during these times.

Please refer to the diagram below for additional guidance:

We appreciate your support of our efforts to ensure the safety of all our students.

P.S. Thank you for always maintaining a slow and safe speed in the “Kiss and Ride” lane and parking lot.

P.P.S. Thank you for always making sure your child’s seat belt is fastened.
**WALKERS**

- Walkers can report to school between 7:50-8:10am. There is no supervision before this time. Students should not arrive at school prior to 7:50. Students must enter through the main doors of the building (Door #1) and go directly to the gym.
- Remember, if your child is a walker, they will be dismissed through the front door. Please remind your student(s) to stay on the sidewalk and to go straight home.

**Special Note:** The bus parking lot will be closed from 7:45-8:15 am and from 2:45-3:05 pm. Cars will not be allowed to enter or exit the lot during these times. We recommend that you utilize “Kiss and Ride” to pick up your student or that you park on Morning View Lane if you need to come into the school during these times.

Thank you so much for the support to keep our children safe. If you have any questions or concerns, please feel free to give us a call.

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**BLACKBOARD PARENT VIEW (FCPS 24-7 Learning)**

Your child’s teacher uses FCPS 24-7 Learning*, an Internet-based learning system, to post homework, assignments and other communications with your child. Each student is given their own FCPS 24-7 Learning account.

Parents also have the opportunity to create an FCPS 24-7 Learning account of their own. The parent’s access into FCPS 24-7 Learning is called Parent View. The Parent View account gives parents the opportunity to view their children’s assignments and other information online. Parent accounts will also give parents access to other important features like weCare@schools. weCare@schools is the online system that allows parents to submit emergency care information for their children online.

The following is a brief summary of the features and benefits of FCPS 24-7 Learning Parent View:

- Parents are able to access their children’s courses using a single login. Parents need only register once and add all of their children to their account, even if their children are in different FCPS schools.
- Parents no longer need to share their student’s login and ID.
- To keep information secure, the Parent View registration process has two separate checkpoints: Online Registration and Onsite Verification process.
- Using their Parent View account, parents can enter and update children’s emergency care and parent contact information online.

To get your own FCPS 24-7 Learning Parent View account, please follow these steps:

1. **Online Registration**
   - Using your Internet browser, go to [http://fcps.blackboard.com](http://fcps.blackboard.com)
   - Log on using username: **parentreg** and password: **newuser**
   - Under the Parent Portal Registration heading, click on **Click here**.
   - Fill out the online form and follow the prompts (information should match that already in FCPS databases, i.e. no nicknames).
   - At the end of the process, print or write down your unique registration key.

2. **Onsite Verification**
   - Bring a photo ID and the unique registration key to the front office your child’s school. Do not send this with your child. You must do this in person.
   - Validation is done **during regular office hours between 7:30 am and 4:00 pm**, Mon. – Fri.
   - The school will give you your FCPS 24-7 Learning Parent View username and your password will be emailed to you.

3. **Log in to the FCPS 24-7 Learning Parent View (Blackboard) Portal**
   - Using your new username and password, you can log in to the FCPS 24-7 Learning Parent View and have access to all of your children’s Blackboard accounts. Parents may request assistance by using a web request tool on the [FCPS 24-7 Learning: Parent Help](http://fcps.blackboard.com) webpage. Thank you for participating. We hope you will make use of this new opportunity to be involved in your child(ren)’s academic life in Fairfax County Public Schools.

*FCPS 24-7 Learning is also referred to as “Blackboard”.*
BRING YOUR OWN DEVICE

Students at Island Creek Elementary School are permitted to bring a personally owned computing device to school to support their learning. We are very excited about how this initiative will change learning in the classroom and present opportunities to improve communication, collaboration, and creative learning amongst our students.

Approved devices include laptops, tablets, smart phones, and eReaders.

All students will be bound by the FCPS Student Rights and Responsibilities, FCPS Acceptable Use Policy, and Hayfield Pyramid Personal Device Policy. Use of personal devices at Island Creek ES is a privilege and can be revoked if these policies are violated.

Some items to be aware of:

- All use of personal devices should be to support student learning and it will be at the discretion of the teacher as to when and how devices will be permitted.
- Personal texting, phone calls, and other communications will NOT be permitted during school hours.
- Students can only access the FCPSMobile network to connect to internet. Connecting via personal data plans is not permitted.
- Fairfax County Public Schools and Island Creek ES are not responsible for any device or data loss, theft, damage or other associated costs of replacement or repair incurred during the school day.

Please know this personal device initiative merely allows devices to be used at school. At no time will students be required to purchase or bring in devices. The decision of whether or not to send a device to school with your child is a family decision.

Frequently Asked Questions
Hayfield Pyramid Personal Device Policy
Bus Safety Guide

For More Information

Special Needs Information is in the Special Needs Handbook. Visit us online @ FCPS.edu
Carry-on Items Policy

Items on the bus must be placed in the designated areas for Carry-on Items.

Electronic Devices

No electronic devices are allowed on the bus.

Safety Patrol Program

Parents are encouraged to participate in the Safety Patrol Program. Patrols are very important to ensure the safety of students and staff. Parents are required to be at the school by 7:15 a.m. to be enrolled in the program. Parents are also required to attend a training session to learn the responsibilities of the Safety Patrol.

Bus Stop

Parents are encouraged to supervise their children at the bus stop. Please ensure that your child is at the bus stop at least 5 minutes before the bus arrives. Parents should also teach their children to obey the bus driver's instructions and to never attempt to board or exit the bus without the driver's permission.

General

Children should always remain in their seats while on the bus. They should also follow any rules and regulations set by the school. Children should also follow all rules and regulations set by the school. They should also follow any rules and regulations set by the school.