

Lemon Road Elementary School

7230 Idylwood Road
Falls Church, VA 22043
(703) 714-6400

<https://lemonroad.es.fcps.edu/>

2022 - 2023

LEMON ROAD PARENT HANDBOOK

Principal: Ashley Castillo
Assistant Principal: Angela Ulsh

Office Staff

Administrative Assistant/Finance: Mary Anne Nealson
Registrar: Dana Vaughn
Office Assistant: Emily Olsavsky
Family Liaison: Mabel Morales

Contact Information

Attendance Line: (703) 714-6464
Health Room: (703) 714-6410
SACC: (703) 714-6460 /6461

School Counselors

Erica McKinney (K—3)
Taylor Coleman (4—6)

Weather and Emergency Information

Local Radio and Television
FCPS Cable Cox Channel 21
FCPS website: www.fcps.edu

ABOUT OUR SCHOOL

Mission: Our Mission at Lemon Road Elementary is to provide an environment where all of the adult stakeholders are committed to supporting the academic, social, creative, and emotional needs of all of our students so that each child can achieve success at levels matched to and often exceeding perceived abilities.

Vision: Lemon Road is committed to fostering a community of learners in which students, staff, and parents will grow and learn together while striving for excellence. We celebrate the uniqueness of the individual and value the family as an integral part of a student's academic success.

Responsive Classroom Approach: Responsive Classroom is a student-centered, social and emotional learning approach to teaching and discipline. It is comprised of a set of research, and evidence-based practices designed to create safe, joyful, and engaging classrooms and school communities for both students and teachers.

LEMON ROAD ES PTA

The PTA is a tremendous asset to the students, staff, and families of Lemon Road. All parents and staff are encouraged to become PTA members to support our school. Please consider volunteering on one of many PTA committees or events throughout the school year.

2022—2023 PTA Board

PTA President: Gemma Stokoe
VP of Membership: Kim Hawkins
VP of Fundraising: Meera Natarajan
Secretary: Haleema Sullivan
Treasurer: Steve Adler

STAY IN TOUCH

1. Teachers send weekly newsletters to all parents in the classroom through email.
2. Lemon Road administrators send weekly newsletters through News You Choose. **Please subscribe** through the FCPS website at: <https://public.govdelivery.com/accounts/VAEDUFCPS/subscriber/new>
3. Parents receive messages from eNotify communicating safety drills, urgent messages, transportation updates, or dismissal changes due to weather.

Getting Familiar with Lemon Road Elementary

SCHOOL HOURS: 8:15 a.m. – 3:00 p.m. Doors open at 8:05 a.m., and the Tardy Bell rings at 8:15 a.m.

SCHOOL CALENDAR: The FCPS student calendar for 2022 – 2023 can be found on the FCPS website at <https://www.fcps.edu/calendars/standard-school-year-calendar>

BUS ROUTES AND TIMES: The FCPS Transportation Office emails bus routes and schedules to parents directly. Transportation information is available at: <https://www.fcps.edu/resources/safety-and-transportation/transportation-services>

ARRIVAL & DISMISSAL PROCEDURE: Kiss and Ride traffic loops through the back parking lot and drops off/picks up at Door #7. Traffic exits through the front parking lot.

Students arriving after 8:15 a.m. must be walked into the main office with a parent/guardian.

Parents picking up their child early should arrive prior to 2:30 p.m.



PARKING: Parking is available in unmarked spots in the front or rear of the school. Please be considerate of our neighbors when parking in the neighborhoods. Parking can be limited for school events—consider carpooling or walking when possible.

VISITING THE SCHOOL: All visitors must bring a valid government-issued photo ID *each time* they visit the school. Visitors buzz into the school office and then sign in using the ScholarChip computer system with their ID. Visitors check out in the same manner before leaving. FCPS Regulation 4119.6 states that anyone other than a student's parent/legal guardian must have successfully completed an FCPS background check before being allowed to volunteer in a FCPS school building; this includes grandparents, aunts/uncles, cousins, etc. The Volunteer/Mentor application form can be found at <http://www.fcps.edu/sites/default/files/media/forms/hr3.pdf>.

BREAKFAST: Breakfast is served from 8:00—8:15 a.m. daily. Breakfast is not served on days with a delayed start due to weather.

LUNCH: Students may bring a lunch or purchase one with either cash or student's credit account linked to their FCPS student ID through [MySchool-Bucks.com](https://www.myschoolbucks.com). Parents can create an account using their child's student ID. Parents may visit and eat lunch with their child (see visitor guidelines).

SNACK: Grade levels vary in snack policies. We encourage healthy snacks and water to be consumed during the day. Please consult your child's teacher with questions regarding snacks.

BIRTHDAY RECOGNITIONS/FREAKY FRIDAYS: Lemon Road recognizes student birthdays each Friday on the news show and through Freaky Friday celebrations. **Birthday food treats are only permitted to be shared on designated Freaky Fridays** (typically the last Friday of each month). The SCA also designates a theme for each Freaky Friday encouraging students and staff to dress in a spirited way to celebrate birthdays. Room parents coordinate Freaky Friday birthday treats with the parents and teacher.

Birthday snacks brought to school on dates other than Freaky Fridays will not be distributed.



FOLLOW US ON SOCIAL MEDIA: To stay informed of school events and photos of daily activities in the school, follow us!

Facebook: Lemon Road

Twitter: @lemonroadschool

AFTERSCHOOL ENRICHMENT ACTIVITIES: The PTA organizes afterschool programs in fall, winter, and spring with Baroody Camps. Generally the fall program starts in mid-October. Information will be distributed in Wednesday folders. Visit the PTA website for more information: <http://lemonroadpta.my-pta.org/>

ATTENDANCE: When a student will be absent or tardy, parents should contact the LRES office before 8:15 a.m. via the LRES website, by calling 703-714-6464, or emailing [Lemon Road ES Attendance@fcps.edu](mailto:Lemon_Road_ES_Attendance@fcps.edu). To limit the spread of illnesses, parents are asked to provide specific information about the reason for the absence. Please note that children must remain at home, fever free for 24 hours without medication prior to returning to school. A doctor's note will be required if your child is absent for more than 3 days.

LONG-TERM ABSENCES: Parents are encouraged to minimize absences and plan trips during school holidays. Students will be withdrawn from FCPS after 15 consecutive days of absence. Teachers are not required to provide assignments in advance of absences. Families are encouraged to work with teachers prior to the absence to develop a plan for making up missed work and deadlines. Any student who visits a foreign country listed on the High Tuberculosis Burden Country list for 4 weeks or more cannot begin or re-enroll at school until new documentation of the negative TB results have been provided to the registrar.

LOST & FOUND

Lemon Road has two Lost & Found locations in the school— near the front gym entrance and near the music rooms (inside Door #4). Please remember to label everything, including lunchboxes, water bottles, jackets, coats, hats, backpacks, etc. Items not claimed will be donated at the end of each quarter. Parents are welcome to visit the Lost & Found before or after school.

PARENT/TEACHER CONFERENCES

Lemon Road teachers host parent/teacher conferences each fall. Parents have the opportunity to sign up for a conference at Back to School Night. Parents may contact the teacher at via email to request an additional conference.

PARENTVUE ACCOUNT

ParentVue is used in FCPS to access information about attendance, quarterly class performance, discipline, assessment results, and links to FCPS information. New parents will be sent a letter that contains their ParentVue activation key, instructions, and the URL for creating an account. Please contact Dana Vaughn, Registrar, at dvaughn@fcps.edu if you need help setting up your account.

JOIN THE PTA

The Parent Teacher Association is a formal organization of Lemon Road parents, teachers, and staff and its function is to build strong working relationships among parents, teachers, and staff in support of students. Attending monthly PTA meetings is an excellent way to stay on top of what's happening at school and connect with other parents and school leaders. Visit the website at <http://lemonroadpta.my-pta.org/> for more information.

POSITIVITY PROJECT

The vision of the Positivity Project is to create citizens and leaders who will enhance our communities and country by internalizing the "Other People Mindset." The Positivity Project is a non-profit organization dedicated to empowering students to build strong relationships and to understand, appreciate, and exemplify character strengths in us all. Every week, students learn about a new character strength. Teachers use approximately 10-15 minutes per day to lead a discussion about that week's strength.

WEATHER CANCELLATION PROCEDURES: Information about school cancellations, delays, or early closures is posted to the FCPS Twitter and Facebook pages, on www.fcps.edu, and local news stations. Automated email and text messages are sent using the contact information parents provided at registration.

WEDNESDAY FOLDERS: Each Wednesday, every student will bring home a large white folder from school. The folders will have items for parents such as student work, mandatory forms for parents to complete, field trip permission slips, PTA information, school events, etc. It is important to check this each week and return the envelope to school promptly.

HEALTH ROOM INFORMATION:

- A sick child does not learn well, so **please keep sick children home.**
- A child with a fever of 100.4 or higher, any diarrhea, vomiting, or a contagious illness should stay home for 24 hours after all symptoms have resolved without medication.
- If your child becomes ill or has a medically undiagnosed rash during the school day, you or your designated emergency contact will be notified to pick your student up immediately. If an emergency arises, we will call 911 and a parent.
- For students needing medication at school:
 - ◇ All medication (OTC and prescription) must be brought to the health room by a parent. Students are not permitted to carry medication to/from school.
 - ◇ All medication requires the appropriate FCPS Medication Authorization form, found online at <https://www.fcps.edu/resources/student-safety-and-wellness/school-health-services>.
 - ◇ Medication must be in the original container and must be kept in the health room.
 - ◇ OTC medications for the relief of headaches, muscle aches, orthodontic pain, or menstrual cramps may be given as needed with the parent's signature on the Medication Authorization form.
 - ◇ Student-specific emergency medication and daily medication managed by the health room will be sent on FCPS sponsored field trips.
- Students may carry and use: cough drops or throat lozenges (must be in the original packaging and may not be shared under any circumstances) and nonmedicated products such as saline or contact lens solutions and skincare products such as Clearasil, lip balm, hand lotion, insect repellent, and sunscreen.



If you have any questions about the School Health Program or if your child has a health concern, please contact Jizan Simin at 571-536-9940 or via email at simin.jizan@fairfaxcounty.gov

MEET OUR HEALTH ROOM TEAM

Ms. Jizan Simin, MSHCA, BSN, RN, Public Health Nurse

- Identifies and addresses medical and health concerns of students
- Provides training for school staff about health issues and procedures
- Serves as a resource to school staff for communicable diseases and appropriate actions
- Assists in tracking illness trends
- Acts as liaison between Health Department and FCPS
- Supervises the School Health Aide

Ms. Carey Monts, School Health Aide

- Is a paraprofessional trained by the Fairfax County Health Department
- Cannot diagnose or give advice regarding care
- Duties include caring for sick and injured students; facilitating medication administration; coordinating vision and hearing screening for all kindergarten and 3rd grade students