



6703 Barnack Dr.  
Springfield, VA 22152

#### Attendance Line and Email

703-923-2727

<https://rollingvalleyes.fcps.edu/attendance-form>

#### Health Room

703-923-2710

#### Main Office Line

703-923-2700

#### Website

[www.fcps.edu/RollingValleyES/](http://www.fcps.edu/RollingValleyES/)

#### Weather and

#### Emergency Info:

Local Radio and Television  
FCPS Facebook and FCPS Twitter

#### Find the latest news via:

- RVES Friday Folder
- Teacher weekly newsletters
- [Schoology](#)
- Weekly “[News you Choose](#)” emails
- [RVES Facebook Page](#)
- [RVES Instagram](#)
- Back to School Night
- Teacher Conferences

#### Notes from Rolling Valley

Each year, Rolling Valley ES produces a *Handbook* for its families. It contains valuable information you may need throughout the year, including calendars, services and special programs, the instructional program, and information about starting school. Rolling Valley Elementary has produced this handout that includes some additional notes that are important for our school community. Keep this in a safe place, as it will be a handy resource for you and your family and will help us get off to a great start for the 2024-25 school year.

PTA: <https://rvespta.ptboard.com/>

Please join our PTA! Every dollar raised goes directly back to your child's education. The PTA assists with paying for field trips, technology, books, classroom materials, scholarships, teacher morale boosters, family celebrations, and much more!!

General PTA inquiries can be made at [PTArollingvalley@gmail.com](mailto:PTArollingvalley@gmail.com).

## Rolling Valley Elementary School

### DAILY ATTENDANCE (2024-25)

#### Monday-Friday

9:15 a.m. - 4:00 p.m.

#### Early-8:55 a.m.

Rolling Valley Elementary will supervise students starting at 8:55 a.m. in the cafeteria. To keep our students safe, walkers and car riders should arrive at school no earlier than 8:55 a.m. Students are dismissed to classrooms from the cafeteria at 9:10 a.m. **Students who are walkers or car riders and who would like to eat breakfast, must arrive to the cafeteria at 8:55 so they have time to eat.**

#### On Time-9:10 a.m.

Our first bell rings at 9:10 a.m. Students should be in their seats by the second bell at 9:15 a.m.

#### Absent or Tardy-9:16 a.m.

If your child is either going to be absent for the entire day or late for any reason, call the school attendance line at 703-923-2727 or use the email box before 9:00 a.m. The attendance line is available 24-7 for your message. If the school does not receive a call from a parent, the absence will be considered unexcused.

#### Family Trips

We encourage family trips during scheduled school holidays and breaks. We discourage such trips during the school year because these extended absences interrupt sequential learning in many subject areas. Students who have pre-planned vacations during the school year must complete a prearranged absence form <https://www.fcps.edu/sites/default/files/media/forms/se291.pdf>

Students will be marked as unexcused during these absences.

We must withdraw any student who is absent from school for 15 days or more from our enrollment. Upon the student's return, a parent must officially enroll him or her in school.

### Release of Students During the Day

Parents should send a written request to the teacher when your child must leave early. Parents must report to the office to pick up and sign out their child. Children will not be released to anyone other than a parent or guardian without a written request signed by a parent. Students are not allowed to walk home alone midday. **Early pick-ups at the end of the day must occur 30 minutes before the final bell – no later than 3:30.**

### Calendars

Rolling Valley follows the standard attendance calendar available at: <https://www.fcps.edu/calendars/standard-school-year-calendar>  
This calendar includes holidays, breaks, grading periods, and early release dates. Information about days missed and makeup days are also available.

### Early Release Mondays:

These will occur seven times throughout the course of the school year. Rolling Valley will dismiss at 1:00 p.m. on Sept. 16, Oct. 12, Nov. 18, Feb. 10, Mar. 20, April 21, and May 12. <https://www.fcps.edu/family-resources/safety-and-transportation/limited-early-release-mondays>

### Keep Us in the Loop.

#### How Do We Contact You?

Your emergency contact information is vital to us and to you. It accompanies your child everywhere he or she goes – even on field trips. Phone numbers, addresses, and the names of the adults you permit to take your child from school should all be kept current.

You can input, access, and update your child's emergency care information through your Parent SIS account. It is fast, easy, and safe. Please call the main office if you require a paper version of the information sheets. It is not necessary to complete both the paper and the online version.

### SCHOOL HEALTH ROOM

#### When to Stay Home

Students with a rash, watery and inflamed eyes, fever, sore throat, vomiting, or diarrhea should stay home until a doctor determines symptoms are not contagious. Our guidelines require that children remain fever-free for 24 hours prior to returning to school. Any students showing symptoms of an allergic reaction should be kept at home.



**When We Will Call You:**

Fever over 100.4 degrees	Persistent abdominal pain
Vomiting	Diarrhea
Live head lice	Persistent cough
Inflamed eyes with discharge	Unexplained rash or any evidence of an allergic reaction, asthma attack

In certain situations, you will be required to pick up your child as soon as possible. Keep all emergency numbers current. We ask that you notify the health room if your child has head lice, strep throat, chicken pox, or other contagious illnesses. Information about head lice treatment and prevention can be found here: <https://www.fcps.edu/school-health-services/lice-treatment-and-prevention>

**Physician's Note Needed**

All rashes, pink eye, impetigo, ringworm, and scabies can be passed among students. A physician's note stating that your child is not contagious is required before returning to school.

**Medication Guidelines:**

- Parent must bring medication to and from school.
- Student cannot transport medication.
- Child must have first dose of new medications at home.
- Parent must personally collect unused portions of medications. If unclaimed, the medication is destroyed.
- A medical authorization form is required for all medications (including changes to existing medication orders): <https://www.fcps.edu/resources/student-safety-and-wellness/school-health-services>

**Allergies and Asthma**

For information on allergies, asthma and other medication information, please visit School Health Services here:

<https://www.fcps.edu/services/families-and-caregivers/family-academy/school-health-services>

To read about the management of allergic reactions during school hours go here:

<https://www.fcps.edu/sites/default/files/media/forms/AllergyHandbook.pdf>

**FOOD SERVICES**

**Got Milk?**

Daily milk options include unflavored, chocolate and skim milk. Milk can be purchased separately for \$.60.

The Rolling Valley Cafeteria serves breakfast and lunch daily for students to purchase. The cost for breakfast is \$1.75 and the lunch price is \$3.25 and includes choice of milk. All purchased lunches include the salad bar. The daily menu can be found here: [LINQ Connect - Making Schools Stronger](#)

A La Carte items are available for additional costs (i.e. Cookies are \$1.00 extra; pretzels are \$0.75, etc.). Use this link to My School Bucks to set up your student's lunch account: <https://www.myschoolbucks.com/ver2/ge/main.action?clientKey=&requestAction=home>

Applications for free or reduced priced lunches must be renewed each year. The forms are available here: <https://www.fcps.edu/fm>

**Birthday Treats**

Parents who want to provide a class treat should notify your child's classroom teacher in advance. This is very important for the monitoring of food allergies. **Treats should be single portion finger foods that do not require adult assistance.** Please deliver treats to the office by 9:30 a.m. or to the class at lunchtime. Birthday party invitations cannot be distributed in class or through the Friday folder.

**Healthy and Safe Meals**

We strongly encourage healthy lunches and discourage students and families from bringing in fast food, carbonated soft drinks, and glass bottles.

**Join Your Child for Lunch**

No advanced notice is needed; just check in at the office and meet your child's class in the lobby. Outside fast food/ restaurant/deli food is discouraged for food safety and sanitation concerns. If you wish to purchase a lunch from the cafeteria, the cost is \$4.75 for all visitors. *Depending on the number of children in a certain class, there may be space constraints at the cafeteria tables for that class. If that is the case, we respectfully ask that you sit with your child at an extra table provided. Space pending, your child can bring a friend to this overflow table.*

**YOUR CHILD**

**Security and Visitors**

Office staff provide parents and school visitors entry through the front doors via the video entry security system. All guests must then proceed directly to the office and sign in using our computer system with their driver's license. Visitors will print out a name to wear while in the building. RVES maintains a security plan to respond to any emergency that may occur. Staff are trained on this plan. Students practice fire drills twice a month during first month of school and monthly the rest of the year. Lockdown drills are practiced two times per year and tornado drills are practiced in the spring.

We do not permit younger children, friends of students, or students from other schools to visit classrooms except with the principal's approval. Any pet/animal visiting the school must have principal approval and be accompanied by a parent. Parents seeking to observe in a classroom should notify the classroom teacher and principal. Observations are limited to thirty minutes to preserve the learning environment for all children.

**Personal Property**

FCPS does not assume responsibility for the personal property of students and does not purchase insurance for their property. Rolling Valley ES urges parents and students to carefully consider the types and value of property taken to school. Unidentified articles found in the school are placed in the lost and found. **If you choose to allow your child to carry a cell phone to school, they must be kept turned off and out of sight in a backpack or they will be confiscated and only returned to a parent/guardian. If a student wears a Smart Watch, it must be set on airplane mode or disconnected from the internet while student is at school.** Don't forget to label your child's items - especially coats, backpacks and lunch boxes!

**Discipline/Behavior**

We take everyone's right to a safe learning environment very seriously. We utilize the best practices of Responsive Classroom and Positive Behavior Intervention and Supports to develop Rolling Valley's behavior expectations. All students are expected to act in a safe and respectful manner at school, on field trips, and on their way to/from school.



At Rolling Valley, we work as a team with families to teach both the social and academic curriculums and to support students when misbehavior occurs.

In addition to the Rolling Valley school-wide expectations, the FCPS School Board has defined the rights and responsibilities of all students in FCPS. The FCPS Student Rights and Responsibilities (SR&R) Handbook can be found here:

<https://www.fcps.edu/srr>. The SR&R is discussed with students at the beginning of the school year. We ask that parents review the booklet and reinforce the concepts with your child. Please electronically sign the acknowledgement that you have read this booklet.

### Homework

Rolling Valley supports accessible home learning activities which promote an enjoyment of reading, a love of learning, and time for play with family and friends.

### RVES Policy:

- Reading 20 minutes minimum a day (read to self, read to others, listen to reading)
- No weekend/holiday/snow day work
- Other work not to exceed 3 times a week and not to exceed FCPS policy. (see below)

**FCPS Homework Policy:** In general, homework across disciplines should not exceed 0.5 hour in kindergarten through grade three, 1 hour in grades four through six.

### Inclusion Opportunities

Rolling Valley has a long history of providing outstanding educational opportunities to students with special needs. Our school is home to an Intellectual Disabilities Program and an Enhanced Autism Program. One of the strengths of our school is our ability to include our students throughout the school day, including during academic and social lessons, assemblies, specials, lunch, and recess. We believe that this allows all students to learn from each other.

### Parties

Classroom parents and the classroom teacher can plan for class parties, which are throughout the year and limited.

### Student Progress Reports

You will receive a printed Progress Report shortly after each of the four nine-week grading periods in the school year. You can request a Parent Teacher conference to discuss your child's progress throughout the year by contacting your child's teacher.

### School Clothes

FCPS respects students' right to express themselves in the way they dress. It is important, however, that their appearance is tasteful and appropriate for a K-12 school setting. Discussion about dress code violations shall be held privately and maintain the dignity of the students.

Clothing and accessories should not:

- Contain threats or gang symbols
- Expose private parts or show an excessive amount of bare skin.
- Display vulgar, discriminatory, or obscene language or images
- Promote illegal or violent conduct
- Contain studs
- Include hats or other head coverings unless worn for significant religious, cultural, or medical purpose.
- Promote the unlawful use of weapons, alcohol, tobacco, drugs, or drug paraphernalia

*\*\*\*Sneakers or shoes with rubber soles are necessary for physical education classes and active recess play.*

## TRANSPORTATION

### Kiss and Ride

**(8:55–9:10 a.m. and 4:00–4:10 p.m.)**

- Drop off and pick up your child only in the Kiss and Ride traffic pattern.
- Pull your car forward as far as possible in the line.
- Make sure that your child exits your car on the building side.
- Do not pass other cars in line.
- **Do NOT Park** in the Kiss and Ride line or leave your car unattended.
- If your child needs assistance carrying something, please park and walk your child in using the crosswalk.

### Routines and Family Plans

Children thrive on the consistency of a routine. You should make changes in transportation **only** when necessary. If you require a change from routine, send a note to your child's teacher on the morning of the change. Buses operate at capacity and cannot accommodate extra passengers. Play dates should be arranged after your child has arrived home.

### Bicycle Safety Rules / Guidelines:

- Signed RVES form with route indicated.
- Obey safety patrols, and automobile traffic rules, including signaling for turns and stopping at intersections, and wearing a helmet.
- Must lock bike to bike rack in front of gym or SACC using bike lock.
- Refrain from crossing or playing on private property.
- Cooperate with the safety patrols and obey the bus drivers.

### Bus Riders and Walkers

FCPS provides bus transportation for students who reside more than a mile from school. Bus riders should follow these guidelines:

- Arrive at the bus stop five to ten minutes before the scheduled pick-up time.
- Remain seated and talk quietly after boarding the bus.
- Walking students must use designated paths, sidewalks, or the crosswalk where safety patrols are stationed.

### Parking and Picking Up Children

Virginia state law forbids the passing of a school bus that is loading or unloading children. We do not allow parking in front of the school during arrival and dismissal. Avoid parking in front of the school in the mornings after 8:30 am and afternoons after 3:30 p.m. Monday-Friday. Please use the crosswalk when bringing your child into school or picking them up.

### Field Trips

During the school year, classes may take field trips that relate directly to the regular instructional program. Parents must return permission slips no later than the day before the scheduled trip. We cannot accept verbal permission. For safety and insurance reasons, younger siblings may not accompany parents on field trips. Sometimes there may be a fee associated with a field trip. There are scholarships available for students who may need financial assistance with the field trip cost. Contact the school principal for information.

### Communication

Parents' questions can be answered by the classroom teacher. Parents can find the latest news about school events and happenings via the RVES home page at [www.fcps.edu/RollingValleyES](http://www.fcps.edu/RollingValleyES); FCPS home page at [www.fcps.edu](http://www.fcps.edu); RVES Facebook at [www.facebook.com/RollingValley](https://www.facebook.com/RollingValley); [News you Choose E-mails](#).