



# ASHLAWN ELEMENTARY SCHOOL

5950 8<sup>th</sup> Road North • Arlington, Virginia 22205 • Telephone (703) 228-5270  
"Soaring To New Heights"

August 21, 2019

Dear Ashlawn Families,

Welcome to the 2019-20 School Year! We hope you have had a safe and memorable summer filled with new experiences, books read and fun had! We are literally counting down the days until our Global Citizens return! Ms. Neary and I enjoyed some exciting travel adventures and the extra time to read.

At Ashlawn, we are a community committed to providing a high-quality education for all students, and ensuring each child has many opportunities as they move forward to what is next. We consider it our responsibility and privilege to create learning experiences and environments that contain relevance, engagement, and challenge for all students. This year we will continue to guide our Eagles toward becoming global citizens who are positive contributors in their immediate, local and global worlds. We consider you partners in your child's education and we look forward to working with you and we thank you for your support as we collectively strive to make a difference in your child's life. Below, you will find important dates and information for the upcoming year.

**OPEN HOUSE AUG 29th:** This is an opportunity for you and your child(ren) to meet their teacher, see their new classroom, and greet new and returning classmates. **Preschool - 2nd Grade is from 9:30 – 10:30 a.m. and 3rd - 5th grade is from 10:45 to 11:45 a.m.** Students are welcome to bring school supplies on this day. School supply lists can be found online at <https://ashlawn.apsva.us/classrooms/school-supply-lists/>.

**FIRST DAY:** The 2019 - 2020 school year begins on Tuesday, September 3rd for students in Kindergarten through Fifth grade. Our Preschool students begin on Wednesday, September 4<sup>th</sup>. The school day is from *9:00 a.m. to 3:41 p.m.* daily. On the first day of school, all students should proceed directly to their assigned homerooms. Doors open at 8:40 a.m. All students are strongly encouraged to be at school by 8:50 a.m. each day. **Students are to be in their room at 9:00 a.m. when attendance is taken in the classroom.** Those not in their seat at this time are tardy and must obtain a pass from the office.

**CAFETERIA:** All students are invited to participate in the breakfast and lunch programs. Breakfast will be available at 8:40 a.m. every day. Lunch, including milk, may be purchased daily, weekly or monthly. Meal costs and menus are available at [www.apsva.us/food-and-nutrition-services](http://www.apsva.us/food-and-nutrition-services). Our lunch program operates on a cash, on-line payment or check (made payable to Ashlawn School) basis only; there are no charge accounts. *For students bringing their lunches, please do not send food that needs to be heated as there is no microwave available.*

**MYSCHOOLBUCKS.COM:** Arlington Public Schools offers students and parents flexibility when paying for meals and Extended Day. Parents may make payments online for these services using a secure online payment portal that accepts VISA® or MasterCard®. Your student's Arlington Public Schools Student ID Number or birthday is required when registering. If you do not know your child's ID number, the office will be happy to provide it. Further information is available at <https://www.apsva.us/food-and-nutrition-services/online-payment/>.

**TRANSPORTATION:** Transportation Services will be mailing letters to parents who are eligible for bus service. It will include your child's bus route number, bus stop and pick-up/drop-off times. No letter will be generated if you are designated a walker. Information about biking or walking to school is available online at [www.apsva.us/schoolwalkmaps](http://www.apsva.us/schoolwalkmaps) or [www.walkarlington.com](http://www.walkarlington.com). Frequently asked questions regarding transportation can be found at <https://www.apsva.us/transportation-services/faqs-transportation/> or you can contact the call center at (703) 228-8670.

**ONLINE VERIFICATION:** This year there are no first day packets. Families are to complete the traditional first day packet paperwork online through **ParentVue**. You can log in to ParentVue at: <https://www.apsva.us/family-access-center/>. If you have not set up your ParentVue account and you need an activation key, please contact Emily Ward at [emily.small@apsva.us](mailto:emily.small@apsva.us) or at 703-228-8839. If you have forgotten your password, please go to the "forgot password" link on the ParentVue website. Please complete the online verification by Friday, September 6th. Also, if you email or call Emily, please include your student's first and last name.

**ARRIVAL and DISMISSAL:** It is most important for students to attend school every day and be on time. I urge you to get the school year started in the right way by seeing that your child gets plenty of sleep, a healthy breakfast or arrives early to eat breakfast at school, and arrives to school on time. If your child arrives late to school, please report to the front office to be checked in. There is no car access on 8<sup>th</sup> Rd from 8:30 - 9:15 a.m. and from 3:15 - 4:00 p.m. every day. Only buses have access to 8<sup>th</sup> Rd during these times. If you would like to walk your child to school, please park on Manchester St. or at Bluemont Park and walk from there. A crossing guard will assist students on Wilson Blvd. and at the corner of 8<sup>th</sup> Rd and Manchester St.

**KISS AND LEARN:** The carpool drop-off loop, located off Manchester Street, does not open until 8:30 a.m. each morning and closes by 8:58 a.m. so students can get to class by 9:00 a.m. If you arrive at or after 8:58 a.m. please park and walk your child to the office. When using the Kiss and Learn loop, please pull all the way up and stay in your vehicle. Students will be greeted by school safety patrols and staff who will assist with unloading students.

**WALKERS & PARENT PICK-UP:** At dismissal, parent pick up occurs on the upper blacktop (where the red and blue playground is) or the upper parking lot at the top of 8th Rd.

**ATTENTION K-2:** As buses arrive or students are dropped at Kiss and Learn, kindergarten students will be escorted to their homeroom class. Kindergarten - 2nd grade parents, please complete the name tag below and have your child wear it the first week of school. Be sure to indicate if your child walks, attends Extended Day or rides a bus. If they do ride a bus, please be sure to include the bus number and stop on the tag. Please indicate if the routine varies during the week.

**DISMISSAL CHANGES:** If after-school plans change, please notify the homeroom teacher that morning by either a note or email. There is no guarantee that teachers will see an email from you throughout the day. Please be aware, the office cannot accept changes to dismissal plans after 3:15 p.m. Students cannot be picked up between 3:15 p.m. and dismissal. This change will minimize classroom disruption, as instruction continues until 3:41 p.m.

**APPOINTMENTS:** In order for students to perform well academically they must be present for instruction. If your child has an appointment and needs to be picked up early from school, please plan extra time to park and check in at the front office. Once you arrive, office staff will go to the classroom and get your child for dismissal. This typically takes 5-10 minutes. Following this procedure minimizes disruptions to the instructional program. We thank you in advance for your support. (Again, pickups from classrooms are available until 3:15 p.m.)

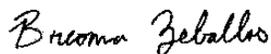
**SCHOOL SAFETY & SECURITY:** School safety and security continues to be a high priority. All doors will be locked during the school day. All visitors will need to report to the front doors to gain entrance to the building. This will limit access to the building and will direct visitors to the office where they will sign in and be given an identification badge. Any guest that comes to Ashlawn must have an ID with them. Ashlawn has a new visitor management system that requires an ID each time you come and sign in as a visitor. Students and staff will be instructed not to open other doors for visitors in an effort to maintain security. Each school is assigned a School Resource Officer (SRO) who is split amongst several schools. You will see him on the school grounds throughout the year.

**BACK TO SCHOOL PICNIC:** Our annual back to school picnic will take place on Friday, September 6th at 6:00 PM on the Ashlawn playground. Families are encouraged to bring their dinner and blanket/chairs while they mingle with other Ashlawn families. This is always a great way to celebrate the first week of school.

**CLASS ASSIGNMENTS:** Below, you will find your child's teacher and classroom assignment for the coming year.

Thank you for entrusting your child to us. We are excited for this year and are looking forward to a memorable year.

With Ashlawn Pride,



Breonna Zeballos (AKA Ms. McClain – still working on the name change from the spring wedding ☺)  
Principal