September 6, 2016
Volume 1

Algonkian Elementary
20196 Carter Court • Sterling, Virginia 20165
• Telephone 571.434.3240   Fax 703.444.1917
• Absentee Line 571.434.3241
website: http://www.lcps.org/algonkian

Principal: Mr. Brian Blubaugh                  Bookkeeper: Mrs. Gayle Cowden
Assistant Principal: Ms. Karen Shields
Attendance Secretary: Mrs. Gail Farrar

Principal Update

DEAR ALGONKIAN PARENTS,

Welcome back to school! We had a positive and smooth opening to the year. Our teachers and staff worked hard in the summer to prepare for this year.

This year we are asking that volunteers on a regular basis fill out a volunteer form. This form will be sent in a connected message and will also be available in the office. It is for those parents that volunteer more than a few times a year.

This year 5th grade students are able to bring in their own electronic device to use instructionally during the day. Our 5th grade teachers are teaching lessons on digital citizenship so students understand how to be safe when using technology.

Please review with your child the 4 Rs that we use at Algonkian. Respect, Responsibility, Relationships and Ready are the PBIS words we use to teach and model proper behavior.

This year we are a greenkids school. An environmental educator from the Audubon Naturalist Society will teach two lessons to each classroom. One lesson in the fall and one in the spring.

Our building opens at 7:30 each morning. Please do not drop your child off early. We have staff members in charge of the front area when students arrive. If you arrive before 7:30 students are not supervised in the parking lot and front hallway. Please drive slow in the car drop off lanes to ensure the safety of our students.

Fall picture day is October 7, so please mark that date on your calendars.

Our staff expects another great year and we are working towards all students succeeding. Our theme this year is, “Don’t Stop Believin”, as we want all students to reach their potential.

Brian Blubaugh
Principal
Elementary School Algonkian, is pleased to offer our Bobcat Buddies program

Bobcat Buddies is a truly inclusive school program that is designed to help students sharpen their social skills by encouraging new levels of participation in extracurricular activities, as well as school and community events. Bobcat Buddies will provide your child with an opportunity to grow personally, have a greater understanding of self, an in-depth appreciation for diversity, as well as a level of self-advocacy and hopefully lifelong friendships. We will be approaching these tasks through fun, helpful creative ways that will benefit all students.

Special education students received a letter from their case manager inviting them to the program.

We have 5th grade Mentors who will be partnering with our groups.

We invite general education students to join our program as peer buddies.

Please contact Ms. Shields if your child is interested in participating as a peer buddy.

Bobcat Buddies gather every Thursday morning starting October 6th from 7:30-7:50.

Your child will be dropped off at the main entrance of the school. If they need additional support please notify Karen Shields.
2016-2017 Save the Date

Panther Alliance Special Education Cluster Meetings

6:00pm-8pm

These are quarterly meetings that will feature a variety of educational topics. Please put the following dates and times on your calendar. Daycare will be provided by school staff and high school volunteers. Please look for additional information in your child’s folder as we get closer to the meeting dates. Parents will need to return a RSVP form for each meeting. If you have questions, please contact Ms. Karen Shields at Karen.Shields@lcps.org or 571-434-3250.

Tuesday October 27th @ Countryside Elementary School (Behavior and Academic Strategies)

Tuesday December 13th @ Algonkian (Transition to Elementary, Middle, and High School)

Tuesday March 16th @ Countryside (Summer Resources)

Tuesday April 20th @ Algonkian (Sensory and Social Concerns)
Algonkian School Counseling

Professional School Counselors
Help Students Reach Their Potential!

A Recognized ASCA Model Program (RAMP)

Join our School Counseling Advisory Committee to find out more about our School Counseling Program and what it means to have an ASCA Model School Counseling Program!

Our School Counseling Advisory Council is composed of school and community members and is tasked with making recommendations regarding student and community needs and advising the school counseling staff as it strives to meet these needs. The advisory council will meet twice this year Nov 5, 2015 & March 3, 2016 @ 2:50pm in Ms. Ryan’s classroom (room 30)

Please email Ms. Ryan at Theresa.Ryan@lcps.org if you are interested in joining this committee! Interested in finding out more about RAMP? Click on the following link: http://www.ascanationalmodel.org/Ascanationalmodel/media/ANM-templates/ANMExecSumm.pdf

School Counseling Webpage http://www.lcps.org/page/40388

School Counseling Groups: Group information is going home in the next 2 weeks with all 1st – 5th grade students. The first round of groups will begin in October. If you need another copy of the group form, click on the following link: http://lcps.org/page/40405

Parents, Are You Ready?!
Set High Expectations and Expect Excellence!
Study Skills are not a lesson to be learned, but a daily habit to be practiced!

Expect your child to daily:

Be On Time
must be in classrooms ready for instruction by 7:50!

Have their school supplies

Have their lunch/money

Use their agenda

Complete homework

Come to school prepared to learn & do their best

Do chores at home

Research shows the importance of supporting your child’s education at home. Ask to look at completed work and homework to find out what your youngster is learning and how well they are doing in school. Encourage reading and listening skills by reading aloud and letting your youngster read to you. You may also ask what interested your child most during the school day.

Parents, Did You Know??

Children who regularly eat meals with their families tend to do better in school and are less likely to engage in risky behavior. Eating dinner together is great, but other meals count too! If you work at night, try making time for a family breakfast. Or on a weekend, try a picnic lunch!
2016-2017 CHESS CLUB

1st Chess Club Meeting

October 4th

2:45-3:45 in the Library

We always need parent volunteers to help with our monthly after-school Chess Club meetings. Basic chess skills are helpful, but not necessary!

Visit our Chess Club webpage [http://www.lcps.org/page/40419](http://www.lcps.org/page/40419), for dates and more information!

Here is a direct link to our online Chess Club Permission Slip:

**Remember students need a NEW permission slip for every club date!**

[http://www.lcps.org/page/40421](http://www.lcps.org/page/40421)

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Our Student Mentors have been doing a wonderful job! Mentors started the year helping students feel welcome starting the first day of this school year, and are already hard at work each morning throughout the building! Thank you to the following students for their continued hard work as they serve our Algonkian Family as Student Mentors!

- Jovan
- Ayanle
- Kelly
- Aaliyah
- Allyson
- Lindsay
- Jackson
- Hannah
- Emma
- Mila
- Jessica
- Ainsley
- Emmett
- Kerstin
- Christina
- Grayson
- Carter
- Jack
- Selen
- Jolene
- Hilda
- Anna
- Andrew
- Rebecca
- Ava
- Emma
- Charlie
- Ben

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Algonkian Elementary

(Positive Behavior Intervention and Support)

Algonkian’s PBIS framework is based on The 4 R’s—Respect, Responsibility, Relationships, and Readiness.

Check out PBIS on our webpage: http://lcps.org/domain/13641

September café Incentive is…

POKEMON GO (Algonkian Version)
on September 30th

When students feel safe, respected, and connected to learning, fun happens naturally!
Welcome to a new school year! Ms. Burkett and Ms. Jackson are excited to be returning to Algonkian and working with all of the students!

The Algonkian Elementary sixteen-member Technology Task Force Team (TTF) started off strong! The TTF members are working with Mrs. Burkett and Mrs. Jackson to produce and broadcast throughout the school daily morning news and information televised program called WALG. (Parents, you may view the morning show daily on the television which will be provided for you in the school lobby at 7:50 a.m.!) But their jobs don’t stop there! Not only will they be learning how to properly care for our equipment, they will be responsible for special assignments during the school day as reporters, investigators, and photographers gathering information and pictures for our school mural and various projects. Also, the team will meet to brainstorm ideas for the morning show and to learn how to use digital cameras, scanners, draw programs, and the internet.

We are extremely proud of the following members of the Tech Task Force 2016-2017:

Lucy C. Nicole C. Maddie D. Brendan F.
Carter G. Makenzie G. Erin G. Adam H.
Tyler J. John K. Rekha M. Jordan N.
Austin R. Ben S. Madison S. Danny V.

We appreciate the hard work these students are willing to put into the TTF and could not have such an awesome technology program without them! Look for their work throughout the year and join us at 7:50 a.m. each morning for WALG!

New fun technology is coming our way, thanks to the PTA! Our wonderful PTA purchased 30 Google Chromebooks for student use this year. We are so excited to bring more technology into the hands of our students.

We achieved a Digital Citizenship Certified school status last year, and we are working on the requirements to meet the goal again this year. EVERY student in Algonkian will receive a series of Digital Citizenship lessons throughout the year. The first few weeks everyone is introduced to Internet Safety lessons. Every month we want to share a Family Tip sheet and kid tech activities from Common Sense Education. Look here for more information on teaching your child how to be a good Digital Citizen. https://www.commonsensemedia.org/educators/parents
Common Sense on Talking Safely Online

What's the Issue?
Kids love connecting with others online. Most young people talk online only with their friends and family. But as a parent, you might be concerned that a stranger with bad intent (predator) could contact your child.

Predatory behavior is when people contact your child on the internet (mostly through instant messaging, chat rooms, or social networking sites) and attempt to “groom” your child for a relationship. These people try to win children's trust by hiding their true identities. They may try to get kids into creepy or dangerous situations by pretending to have similar interests, giving them compliments, and letting them talk about anything they want. They typically tell children to keep the friendship secret, and they may even threaten kids if they tell anybody. As the relationship develops, the predator may send pictures, ask a child to send them pictures, and then ask to meet face to face.

Why Does It Matter?
Teaching your child to be alert about how predators groom their targets is crucial to keeping your child safe. With very small kids, it is best if you are present when they are online. At this age, you may choose to block your kids from talking online, or create strict rules for them to follow about who they can talk to. For older elementary school children, you may choose to give them more freedom after first discussing how to stay safe online.

common sense says
Discuss responsible online behavior. Establish rules for appropriate instant messaging and chatting online, and explain that you’re using those rules because you care about their safety. You may want to involve an older sibling who can model good online behavior and can stay involved in their younger siblings’ online lives.

Establish rules for who’s okay to talk to. Online talk should generally be with people your children know, like family and friends.

Set boundaries for what topics are okay to discuss. Kids shouldn’t answer questions online that make them feel uncomfortable. They also shouldn’t talk about adult topics with strangers.

Make sure your child feels safe telling a trusted adult. If something creepy or inappropriate happens online, kids need to know they won’t get in trouble if they tell an adult they trust. Also, avoid banning them from the computer. Kids are less likely to tell parents when they experience a problem on the computer if they think as a result they won’t be allowed to use it.

Remind your kids not to give strangers private information. Kids should never give out their name, address, school, phone number, email, pictures, or anything that could identify who they are.

Block, ignore, or leave. Most kids know to brush off unwanted contact. Encourage this behavior.

Look for warning signs. Does your child seem withdrawn, emotionally distant, spend endless hours online, or seem to be hiding something? The kids who get sucked into inappropriate online relationships often show warning signs. They might be hiding an online relationship they don’t want you to know about. If you think this might be happening, ask your child about it!
Going Places Safely

**DID YOU KNOW...**

"www" stands for "World Wide Web." The World Wide Web was invented more than 25 years ago!

With a parent or family member, use an online picture dictionary such as the Photographic Dictionary (http://photographicdictionary.com/animals) to search by letter for more information about your animal.

**WHAT DO YOU THINK?**

What rules should kids follow when they want to visit a new place online?

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**Family Activity**

There are so many exciting places to go online! You can visit faraway spots, explore a zoo, or even travel to outer space! Draw a picture of one place you would like to visit through the Internet. At the bottom of your picture, have a parent help you write the three safety rules for going places online.

**Tech It Up!**

With a family member, use the Internet to visit the place that you drew.

**Common Sense Says...**

Remember the three safety rules about going places online:

1. Always ask your parent (or teacher) first.
2. Only talk to people you know.
3. Stick to places that are just right for you.
Private and Personal Information

**DID YOU KNOW...**
One poll of tweens and teens found that one out of three kids shared information online that they wouldn’t share in public. Yikes!

**WHAT DO YOU THINK?**
What would be a good rule for kids about giving out private information online?

1. **Family Activity**
   
   Take a set of flash cards or cut a large piece of paper into smaller strips. With a family member, write different pieces of information about you, your family members, or your family on each piece of paper (for example: “I love dogs,” “I’m in Ms. Smith’s class,” or “We live at 123 Pine Road.”). Take two jars or cups and label one “private information” and the other “personal information.” Then, sort the strips of paper into the correct jar to practice identifying which pieces of information are private versus personal.

2. **Tech It Up!**
   
   Ask a family member to show you a website that collects information about users. Together, look at the information the website asks users to fill out, and see whether you can identify the questions that prompt you for personal information vs. private information. (Hint: If an adult in the family is a Facebook user, Facebook or another social media platform can be used for this exercise.)

3. **Common Sense Says...**
   
   Private information is information that can be used to identify you, such as your social security number or your address. Personal information is information about you that can’t be used to identify you, such as your age or your favorite foods. Personal information is usually safe to share online, but private information is usually unsafe to share online.
Dear Algonkian Elementary Parents,

We are excited and looking forward to working with your child in physical education classes this year! It is our goal to build a strong and successful program to help your child develop through physical activity and instruction. Please make a note of your child’s scheduled P.E. times. The following rules have been designed to better ensure your child’s safety.

Students should wear rubber soled/closed in shoes.

Wear shorts or pants (stretch or loose fitting preferable) girls may choose to wear shorts under their dresses.

Bring a note from home when there is a need to be “excused” from activity. If a child needs to miss more than 3 consecutive classes, please send a medical note as well. The more detailed the note, the more aware we can be of your child’s needs or problem. Please indicate when activity can resume.

We would appreciate some help in preparing and reminding your child of these few rules as we start out the school year. Thank you very much!

The following objectives will be presented during the first nine weeks:

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Joe Terango and Nick Peters
Physical Education Teachers
Hello from Ms. Michael! The students in art are making fantastic masterpieces inspired by many amazing cultures, artists, movements, and stories. Here is a synopsis of what each grade is creating in September:

- Kindergarten are creating: Mona Lisa Parody Mural, Cave Drawing, Dinosaur Prints, and Guatemalan Tarantula
- First Grade are creating: Mona Lisa Parody Mural, Cave Drawing, Treasure Map, Nocturnal Shadow Puppet
- Second Grade are creating: Mona Lisa Parody Mural, Gothic Mansion, and Dia de los Muertos Toy Art
- Third Grade are creating: Mona Lisa Parody Mural, Nazca Line Sand Carving, and Yayio Kusama Pumpkin
- Fourth Grade are creating: Mona Lisa Parody Mural, Modern Stonhenge, and Da Vinci Flying Machine
- Fifth Grade are creating: Mona Lisa Parody Mural, Tree House Design, and Rockwell Current Events Cover

Art Shows Information:

This year we will be having an art show that inspired by the theme of their musicals.
5th Grade Musical—Thursday, December 15, 2016 @ 1:30 & 6:30
3rd Grade Musical- Thursday, April 6, 2017 @ 1:30 & 6:30

There will also be several art exhibit/ installations throughout the year here at Algonkian. Keep an eye out for them I will post their dates in the school newsletter.

Donations:

Hello parents, family, and friends!!! This year in Art we are doing a variety of Art History Projects where your artists will be creating masterpieces inspired by art and artist throughout history. For this we will need plethora of supplies. If you have any of the follow that you can donate it would be much appreciated.
- Old CD’s
- Small children’s toys—like from fast food restaurants
- Baby Wipes
- Buttons
- Soda Can Tabs
- Bubble wrap
- Tape—masking, transparent, and double sided
- Bobby Pins
- Paper plates
- Clean Terry Towels
- Dish Soap

Follow Algonkian
On Twitter
@ALG_LCPS
Welcome back returning and new Bobcat families! I hope you all had a relaxing summer and are ready for another wonderful year at Algonkian.

I would first like to give a HUGE shout out to those generous families that bought extra school kits and donated them to the school for those students in need. It was so generous of you and a real time saver for me. I now have plenty of supplies to help our students. Thank you so much!

My hours this school year will be Tuesday and Thursdays noon until 2:30 p.m. However, I can be reached anytime through email.

For those that are new to LCPS you are probably wondering what exactly is my job. I am here to help and serve our Bobcat families in many ways; supplying County and private resources, helping with school supplies, schedule conferences when interpreters are needed and sometimes just being there to listen if you have concerns about your student. My goal is to ensure that every student here at Algonkian have what they need to have a successful school year.

I also administer a program called Resource Assistance Program where families can self-identify for additional help during the school year. A flyer came home in the first day packets. If you missed it, email me or send in a note to the teacher and I can send home another flyer.

A few things to look forward to next month are the Lions Club Donation drive and donating gently used coats. I will have more information in the October newsletter on both of those events.
ALGONKIAN EQUITY COMMITTEE

The Equity Committee is here to serve our Bobcat family by ensuring that our instruction and interaction with students, staff and families is equitable. We monitor activities, programs and projects to make sure they are relevant, diverse and support and represent all of our students and staff here at Algonkian Elementary School. The Committee welcomes parental/guardian participation and if you have an interest in attending the next open meeting or have questions, concerns or comments, please contact either Theresa Ryan, Counselor or Susan Smith, Parent Liaison.

SEARCH – Patty Peterson

If you are interested in learning more about the gifted education program or referring your child for gifted services, please attend an upcoming Gifted Information Night session. During these sessions, gifted resource teachers will share information about gifted services available in the district, the gifted identification process, and important referral deadlines. Gifted Information Night dates and locations can be found on the Algonkian SEARCH webpage and the Loudoun County Public Schools’ Gifted & Talented webpage. You are encouraged to check these webpages periodically throughout the year for important dates and deadlines. Most importantly, if you have questions about the gifted program, contact our SEARCH teacher, Patty Peterson.
ELEMENARY GIFTED INFORMATION SESSION

Join us to learn about elementary gifted education services available through Loudoun County Public Schools and the eligibility process for these programs.

*The same information will be presented at each of the meetings, so it is not necessary to attend more than one.

KENNETH W. CULBERT ES LIBRARY
TUESDAY, SEPTEMBER 13TH
7:00-8:00 PM
DOORS OPEN AT 6:30 PM

MORNING SESSION
EVERGREEN MILL ES CAFETERIA
THURSDAY, SEPTEMBER 15TH
8:30-9:30 AM
DOORS OPEN AT 8:15 AM
PLEASE BRING PHOTO ID & CHECK IN AT THE MAIN OFFICE

LIBERTY ES
MULTI-PURPOSE ROOM
THURSDAY, SEPTEMBER 15TH
7:00-8:00 PM
DOORS OPEN AT 6:30 PM

BELMONT STATION ES LIBRARY
TUESDAY, SEPTEMBER 27TH
7:00-8:00 PM
DOORS OPEN AT 6:30 PM

SULLY ES CAFETERIA
TUESDAY, SEPTEMBER 27TH
7:00-8:00 PM
DOORS OPEN AT 6:30 PM

LOUDOUN COUNTY PUBLIC SCHOOLS
GIFTED EDUCATION DEPARTMENT
21000 EDUCATION COURT
ASHBURN, VA 20148
www.lcps.org/page/617

If due to a disability, you require assistance to meaningfully participate in this program, please contact the principal of the school five working days prior to the event.
School Improvement Plan

School Improvement Plan (SIP) has been developed for Algonkian Elementary by staff and our leadership team. Annually, we review and revise our plan based on the data we receive. Our School Improvement Plan is available on our school website: http://www.lcps.org/Page/40302 and in our school office.

Veterans Day Assembly: showcasing kindergarten, 2nd grade, and 4th grade on November 11, 2016 at 9:00am

1st grade musical: The First Thanksgiving” on November 17, 2016 at 9:00am

5th grade musical: on December 15, 2016 at 1:30pm and 6:30pm

3rd grade musical: on April 6, 2017 at 1:30pm and 6:30pm

Lines from the Library

Welcome back I hope you and your family had a relaxing summer with lots of time to read.

Chat n’ Chew, our monthly lunch time book clubs for grades 2 to 5, will begin in October. Please return your sign up forms by September 22, 2016. Come read with us!

Fifth grade will have the opportunity to participate in the Battle of the Books this year. More information will come home shortly.

Birthday books is a way to donate a book to the school library in honor of your child’s birthday (or their teacher’s birthday!) Birthday Book sign ups and donations must be returned to the library by Oct. 1, 2016. Birthday books are all completed in the month of October regardless of your child’s birthday.
As we start another wonderful school year at Algonkian Elementary School. We have a very special event coming up on Thursday September 15th at 7 AM. The PTA will be hosting donuts with dad. A flyer will be sent home with your child. We want to encourage Uncle’s and Grandfathers and other Father figures to attend. The PTA will be using this time to help launch the 2nd year of our W.A.T.C.H DOG PROGRAM here at Algonkian elementary School. This year Bruce Berry will be taking on the role of W.A.T.C.H DOG Team leader. If anyone has any ideas to help enhance the program please bring with you on the 15th. We will be using sign up genius to communicate and sign up to be a watch dog for a day. The WATCH D.O.G.S. (Dads of Great Students) is an innovative Father involvement, educational initiative of the National Center for Fathering. There are two primary goals of the WATCH D.O.G.S. program. First, is to provide positive male role models for the students, demonstrating by their presence that education is important. The second goal is to provide extra sets of eyes and ears to enhance school security and reduce bullying. Here is a brief history about the national known program. WATCH D.O.G.S. began in 1998 in a single school in Springdale, Arkansas and has since grown into a national recognized program that has brought hundreds of thousands of Fathers and Father figures into the school classrooms and hallways across the country, creating millions of hours of “in school” volunteer time and having a tremendously positive impact on the educational process. Today more than 5,348 schools in 47 states plus DC participate in WATCH D.O.G.S., currently there are WATCH D.O.G.S. programs in China, Canada, Mexico, Puerto Rico, and Barbados.

Watch Dog Dads
Our school’s health clinic specialist/registered nurse is Ms. Peggy Franzen. She works in the health office each day from 7:30 until 3:00. A health clinic specialist (HCS) works under the direction and supervision of a registered nurse (resource nurse). School staff can contact the school resource nurse at any time for advice or emergencies. HCSs are trained in first aid, cardiopulmonary resuscitation (CPR), use of an external automatic defibrillator (AED), and medication administration. The resource nurse visits the school regularly. Please check the website for the resource nurse for your school. Health office personnel (HCSs and nurses) are not allowed to make a medical diagnosis. If you have an urgent medical concern, please take your child to their personal physician or a medical facility.

If your child has any significant medical needs, please notify the HCS/RN even if the school has been notified in previous school years. If your child has asthma, diabetes, seizures, life-threatening allergies, or other medical conditions, you and the physician will need to complete a form so the school can understand and address your child’s needs. These forms are available on the Loudoun County Public School (LCPS) website. These forms must be updated each school year.

**School-Sponsored After-School Activities and Sports**

If your child has diabetes, an epinephrine auto-injector, an inhaler, or other emergency medication at school, please notify the teacher/sponsor that your child has the health concern. Also notify the health clinic specialist/nurse 2 weeks prior to the event. The clinic is closed after dismissal and the HCS/RN is not in the building. Arrangements need to be made to have medication available and to train staff. It is strongly suggested that middle and high school students carry their own inhaler and/or epinephrine auto-injector for quick access to medication. For students to carry an inhaler, the physician must complete and sign the “Asthma Action Plan” giving his/her permission for the student to carry the inhaler, and the parent and student must sign page 3, the “Parent/Student Agreement for Permission to Carry an Inhaler”. For students with an epinephrine auto-injector, the physician will need to sign the bottom of the “Allergy Action Plan” and the parent and student will need to sign page 2 under “Agreement for Permission to Self-Administer and/or Carry Epinephrine.” For students with diabetes to carry any of their medical supplies, the diabetes form, Part 4: “Permission to Self-Carry and Self-Administer Diabetes Care,” will need to be signed by the physician, parent, and student.

If your child is ill because of a contagious disease such as the flu, strep throat, chickenpox, etc., it would be helpful to note the reason for the absence when you call the absentee call-line. This will help the school take measures to know the extent of the disease and reduce its spread.

Students who have fevers should be kept at home until free of fever for 24 hours. Students who do not feel well should stay home. When students come to school ill, they not only are unable to participate fully in class, but they may also infect other students with their illness.

A parent or guardian must deliver any medication (prescription or non-prescription) to the school office or health office. **Students may not transport any medication to or from school.** Parents are responsible for picking up any unused medication. Medication remaining in the health office at the end of the year will be destroyed according to state law and LCPS guidelines.
If your child takes a prescription medication and missing a dose would have serious health consequences (seizure medication, insulin, etc.), it is strongly suggested that a 24-hour supply of the medication be left in the school Health Office in case of a prolonged school day. The medication must be in an original pharmacy-labeled bottle and have a physician’s order on file in the health office. The order must give the times during the 24-hour period that the medication is to be administered.

The HCS/RN must have written instructions from the physician in order to administer **prescription medications**. The instructions should include:

- student’s name;
- name and purpose of the medication;
- dosage and time of administration;
- possible side effects and measures to take if those occur;
- end date for administering the medication;
- parent/guardian signature giving permission to administer medication and to contact physician, and physician’s signature.

LCPS will not accept parent/guardian amendments to a physician’s order, including any restriction of the principal’s designee (HCS/RN) from contacting the physician to clarify the medical order.

The “Authorization for Medication Administration” form should be used for physician’s orders. Copies of this form as well as other medical forms are available in the school office or at the LCPS website under Student Health Services.

All prescription medication must be in the original pharmacy bottle with the proper label containing the student’s name, medication, dosage, and instructions for administration. Upon request, most pharmacies will provide an extra labeled bottle with the proper amount of medication for school. **Please do not send more than a 60-day supply of medication.**

If the HCS/RN needs to administer **non-prescription medication:**

- it must be provided by the parent/guardian in an original package with the name of the medication and instructions; she must have a note from the parent regarding when and how much medication to administer;
- she will only give the amount listed on the package for your child’s age and weight and for the recommended length of time the student should receive the medication unless she has doctor’s orders on the “Authorization for Medication Administration” form to dispense differently; and
- she cannot administer medication that is not in its original container.

For the HCS/RN to give acetaminophen (generic Tylenol) to your child, you must have completed the section on the emergency card that gives permission and sign it. Parents/guardians of elementary students will be contacted before any acetaminophen is given in order to assure that it has not been given at home. Because acetaminophen taken in large amounts over a period of time can cause liver damage, middle and high school students may only receive four doses of acetaminophen in a four-week period. Before a fifth dose is given, the parent/guardian will be contacted.

Be sure to keep the “Emergency Information” updated so we can reach you if your child is ill or injured. This can easily be done on-line through the ParentVUE on the LCPS website.

All 3rd, 7th, and 10th grade students and students new to LCPS will be screened for vision and hearing during the first 60 days of school. Kindergarten students who did not have distance vision screening or hearing tests within two months of the beginning of school will also be screened.

The Commonwealth of Virginia requires that school divisions provide information on scoliosis to parents of students in grades 5-10.
The official Loudoun County Public Schools app gives you a personalized window into what is happening at the district and schools. Get the news and information that you care about and get involved.