

LOUDOUN VALLEY HIGH SCHOOL

HOME OF THE VIKINGS

340 N. MAPLE AVE.
PURCELLVILLE, VA 20132

Main Office	540-751-2400	Susan Ross	Principal
FAX	540-751-2401	Rodney Jones, Jr.	Assistant Principal
Guidance	540-751-2407	William Gulgert	Assistant Principal
Guidance FAX	540-751-2408	Nicole Herndon	Assistant Principal
Absentee Line	540-751-2402	Jeannine Cummings	Counseling Director
Athletic Department	540-751-2410	Kris Kelican	Athletic Director
Athletic Hotline	540-751-2411	Ryan Barden	Assistant Athletic Director

WWW.LCPS.ORG/LVHS

Disclaimer:

School guidelines published in this handbook are subject to such changes as may be needed to insure continued compliance with federal, state or local regulations and are subject to such review and alteration as becomes necessary for the routine operation of the school. Not all guidelines for behavior can be written and inserted in a guidebook. However, we expect students to follow reasonable rules and not violate the rights of others.

VIKING BUCKET LIST

62 ESSENTIAL THINGS TO DO AS A VIKING

1. Attend Viking Fest.
2. Introduce yourself to Ms. Ross.
3. Attend a cross country meet or golf match.
4. Visit the school store.
5. Attend a football game.
6. Show school spirit by participating in each day of events during Spirit Week.
7. Join a club or team.
8. Wear camo and orange.
9. Attend a tailgate before a game.
10. Attend a band, orchestra or guitar concert.
11. Attend a choral concert.
12. Help your class decorate for Homecoming.
13. Attend or participate in Powder Puff.
14. Help your class compete for the Spirit Stick.
15. Go to Homecoming.
16. Be in the Jungle.
17. Eat lunch outside in the Viking Courtyard.
18. Learn the Viking fight song.
19. Go to a cheerleading competition.
20. Own at least one item of Viking apparel.
21. Go to a Valley-Woodgrove game.
22. Attend at least one college visit in Guidance.
23. Attend a volleyball game.
24. Go to a Partners Club dance.
25. Donate your time to school or community service.
26. Read The Viking Newsmagazine.
27. Go to a local restaurant before or after a school event.
28. Attend a swim meet, wrestling match or gymnastics meet.
29. Donate to at least one food, clothing, toy or blood drive each year.
30. Attend or participate in an SCA-sponsored event.
31. Participate in or attend the Veterans Day assembly.
32. Go to an away sports event.
33. Send a candy-gram to a friend.
34. Take at least one Virginia Math League test.
35. Attend a basketball game.
36. Attend a drama production.
37. Make Honor Roll at least one quarter.
38. Audition for a drama production.
39. Participate in Senior Teach Day.
40. Read at least one book listed on the Battle of the Books list.
41. Make a positive contribution by either preparing for a visit with or traveling to one of Valley's sister schools (Jamaica, China, Germany or Hungary).
42. Pass Drivers Ed.
43. Play in a teacher vs. student game.
44. Attend a baseball or softball game.
45. Help to maintain the indoor/outdoor gardens at Valley.
46. Submit an answer for a Library Trivia Question of the Day.
47. Get to know your guidance counselor and discuss a post-graduation plan with him or her.
48. Attend a soccer game, lacrosse game, track meet or tennis match.
49. Sit on the senior benches as a senior.
50. Be interviewed for the school newsmagazine or yearbook.
51. Attend Night of the Arts
52. Participate in Valley's Annual Elementary Science Field Day.
53. Attend Prom.
54. Graduate!!

ADMIN'S VIKING BUCKET LIST

1. Make a positive contribution to your school community.
2. Create or join a club that benefits the school and/or community.
3. Try a wellness activity during Viking Time.
4. Ask your teacher for permission to complete work in the mixing bowl, outside or in another area.
5. Stop in the main office and say hello to the awesome folks who make our school run smoothly every day.
6. Experience a class outdoors.
7. Check out all the cool resources in the media center.
8. Stop into the counseling center, say hello to the secretaries and introduce yourself to your counselor.

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NEW THIS YEAR

Be sure to see these pages for expectations, guidelines and rules that are new for the 2019-20 school year.

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WELCOME

Welcome to all Loudoun Valley High School Students!

We trust you will find your time here enriching and productive.
Always keep in mind that our primary purpose is LEARNING.

To get the most out of our educational opportunities, we all agree to:

1. Treat each other with respect,
2. Be where we are supposed to be, on time, with the materials we need,
3. Take responsibility for our learning, and
4. Give our best effort in everything we do.

It is our belief that respect in school is essential for providing an environment where there is a deep commitment to learning. You are expected to conduct yourself in a manner which allows ALL students to receive maximum benefits from the school experience.

We look forward to working with you and are proud to be part of such a wonderful school. Together, we can make it continue to be the best!

The Faculty, Staff & Administration
Loudoun Valley High School
2019-2020

MISSION

Our purpose at LVHS is to provide a safe, inviting and inclusive environment where we ensure that our students acquire an understanding of and ability to apply skills, demonstrate character and embrace attitudes necessary for a productive and positive life.

VISION

Our vision at LVHS is to become an exemplary community of enthusiastic, lifelong learners who inspire and empower each other to achieve excellence while embracing our journey toward informed and active world citizenship.

COLLECTIVE COMMITMENTS

At LVHS, we each commit to the following to accomplish the mission and work toward the vision:

Model positive and productive attitudes as the foundation of each day's achievement by

- greeting others warmly
- cooperating and collaborating
- being proactive
- being enthusiastic
- encouraging questioning
- being respectful, patient and accepting
- being responsible
- inspiring leadership
- encouraging everyone to do their best
- developing pride in self and school
- learning from mistakes
- being understanding and tolerant
- blending traditions with innovations

Maximize instructional practice by

- engaging students in creative and active learning
- using all available resources
- incorporating a variety of effective instructional strategies that benefit all learners
- using various information sources to assess and reflect on teaching and learning
- actively seeking ways to incorporate new ideas
- collaborating with students and colleagues

Value positive interpersonal relationships and create an inclusive, collegial atmosphere by

- being kind, joyful and available
- building and maintaining a supportive environment
- participating
- actively listening
- maintaining a sense of humor
- being empathetic, patient and respectful
- celebrating our successes
- acting with integrity
- embracing diversity
- being nurturing
- being passionate about the craft of teaching and learning

SCHOOL COUNSELING DEPARTMENT

College Board No. 471803

Phone: 540-751-2407

Fax: 540-751-2408

COUNSELING

9th & 10th Grades

A-K Charles Smith

L-Z Paul Hall

11th Grade

A-Z Adria Frie

12th Grade

A-J Candy Grim

K-Z Shelli Cook

Jeannine Cummings, Director of School Counseling

Cindy Ashley, Secretary, Registrar

Tamara Koerner, Secretary

Linda Krone, Career Center Specialist

UNITED MENTAL HEALTH TEAM

Pamela Lindo, School Psychologist

Amy Iliffe, Student Assistance Specialist

Ann Smith, School Social Worker

OFFICE HOURS

Monday through Friday, 8 a.m. to 4:30 p.m.

The School Counseling Department is designed to help you and your parents:

- make informed choices about high school courses,
- meet the many challenges of high school life,
- realize that your high school career relates to your future goals,
- understand the many post-high school career options,
- meet the Virginia graduation requirements, and
- assist you in planning and refining your four-year program.

Want to know what's happening in School Counseling?

- Go to www.lcps.org/lvhs and click on the School Counseling tab.
- Follow us on Twitter - [@LVHSGuidance](https://twitter.com/LVHSGuidance).

SCHOOL ADMINISTRATION

Rodney Jones, 9th & 10th Grades

Nicole Herndon, 11th Grade

Bill Gulgert, 12th Grade

Sue Ross, Principal

SAFETY & SECURITY TEAM

Matt Lowers, School Safety Officer

Matt Vess, School Resource Officer

Mr. Lowers' office is located in the safety office behind the main office.

Officer Vess' office is located in the main office.

LVHS believes in maintaining and enhancing a safe environment. As a community, we expect that each of us respond if we see something or someone needing help. Please see the safety and security team, the main office, school counselor or an assistant principal. Remember, "See something, say something." **Stay tuned for more information regarding an app to report concerns. Please see a member of the school team with any concerns.**

SUPPORT PERSONNEL

Angel Sager, Bookkeeper

Shannon Phipps, Attendance Secretary

Donna Motter, Main Office Secretary

Ann Pierro, Main Office Secretary

Kelly Sovine, Athletics Office Secretary

Mary Ellen Foulkes, Nurse

STUDENT RESPONSIBILITIES

Behavioral Expectations

Loudoun Valley students are expected to behave properly at all times during the school day and at functions before and after regular school hours. We are here to support you. Please seek out your resources including your teachers, school counselor or assistant principal.

WHAT IT MEANS TO BE A VIKING

1. Respect people, places and things.
2. Be somewhere and honor the space and people in it.
3. Do what's right, even when no one's looking.

BEHAVIORAL EXPECTATIONS

Loudoun Valley students are expected to behave properly at all times during the school day and at functions before and after regular school hours. As a reminder, LVHS students are expected to:

1. See something, say something. (Safety and security, school counselors, assistant principals and the main office are all here to support you.)
2. Follow the instructions and directions from LVHS staff member related to hallway movement and academic work in collaborative spaces.
3. Students are provided a school-issued photo ID each school year. You are required to have a photo ID to gain entrance to the building after the school day begins.
4. Students should not open exterior doors for others at any time for safety reasons.
5. Remain on campus once you have arrived on campus unless excused via the early dismissal process.
6. Seek out your resources including your teachers, school counselor, safety and security, assistant principal or principal.
7. Grow as self-advocates.

Please review the [LCPS Student Rights and Responsibilities](#) for more detailed information.

CELL PHONE EXPECTATIONS

Students are expected to follow teacher directions related to cell phone use in the classroom. Students should be aware that cell phones may not be accessible for use during class time. Parents should contact the main office if there is a message they need to send to students during the school day.

LIBRARY

The LVHS Library offers a wide variety of materials and resources to encourage collaboration, creativity and critical thinking. Our resources include over 15,000 books, more than 400 e-books, and millions of articles and books through the databases. Students can access the databases 24/7 through LCPSGO, using their school computer username and password and then clicking on “Library Resources.” Students can view e-books at MackinVia.com, choosing Loudoun Valley HS and then using their school computer username and password. Students can check out e-books by downloading the free MackinVia app. Our Makerspace area activities change on a regular basis and range from collaborative coloring to Legos to origami to robotics. Drop by and see what’s going on this week!

HOURS OF OPERATION MONDAY - FRIDAY, 8 A.M. - 4:30 P.M.

STACY WALTER	LIBRARIAN
KAREN YURISH	LIBRARIAN
VALERIE KETTNER	LIBRARY ASSISTANT

LIBRARY ACCESS

Students may come to the library before and after school without a pass. Students must have a pass to come to the library during school hours, from either their classroom teacher or their study hall teacher. Students may come to the library during lunch without a pass. During the school day, all students on passes must sign in and out at the circulation desk when they enter and leave the library.

CIRCULATION POLICY

Regular books may be checked out for three weeks. Reference books and books on reserve for classes may be checked out at the end of the day for overnight use only and must be returned before the tardy bell on the next school day. Back issues of magazines circulate for seven days; current issues do not circulate. Students use their student ID number to check out books. Students may check out as many books as they can be responsible for and can read in a three-week period. Students with overdue materials should come to the library and discuss their situation with the library staff. Books may be returned before, during or after school by putting them in the Book Drop on the front right side of the circulation desk (slot is located just below the sign-up computers). Students are responsible for materials checked out in their name and are discouraged from checking out items for other students.

FINES/LOST BOOKS

There are no charges for overdue materials. Students who have significantly overdue books may face the loss of privileges, such as parking passes. Students are responsible for paying for the replacement of any library books that they have lost or damaged. Once the library has ordered a replacement copy (or its equivalent), the student will not be entitled to a refund if he/she subsequently finds the library book. Students who do not return all of their library books by the end of the school year will have a deficiency for the missing titles placed in their record.

COPY MACHINE

A copy machine is available for our patrons’ convenience. Please ask one of the library staff. We remind our patrons to observe copyright rules and laws.

FOLLOW US!

TWITTER: [@LVHSLIBRARY1](https://twitter.com/LVHSLIBRARY1)

INSTAGRAM: [@LVHSLIB](https://www.instagram.com/LVHSLIB)

STUDENT SERVICES

BUSES

Safety is a top priority. All students are expected to abide by the regulations governing the riding of school buses. Students are to respect bus drivers and abide by all bus rules. Students who misbehave on buses may be denied the privilege of being transported on buses. Students may not ride a bus to which they are not assigned without permission from the school. A special pass will be granted if the student presents a written request from a parent or guardian to the designated school official before 8:45 a.m.

CLINIC

If your child has any significant medical needs, please notify the nurse 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, pick up forms for you and the physician to complete.

Forms are also available on our webpage: www.lcps.org/lvhs Under Quick Links, click on Medication – Forms.

A parent or guardian must deliver any medicine (prescription or non-prescription) to the school office or clinic. Students may not transport any medicine to or from school. Parents are responsible for picking up any unused medicine. If the medicine is not picked up by the last day of school, it WILL be discarded. Medication cannot be stored over the summer. The nurse must have written instructions from the physician in order to administer prescription medications.

These should include

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

A Medication Form must be completed and signed. Copies of the form are available in the school office and on the school website at

[LCPS Medication Form](#)

All prescription medicine must be in the original pharmacy bottle with the proper label containing the name of the student, medication, dosage and instructions for administration. If you ask, the pharmacy will give you an extra bottle with the proper amount of medicine for school.

Tylenol can no longer be administered by the nurse. If parents want students to be able to take Tylenol, parents or guardians must deliver the Tylenol to the school. If non-prescription medicine is to be administered

- it must be in an original package with the name of the medicine and instructions;

the nurse must have a note from the parent stating the dosage and when the medicine is to be administered; the nurse will only give the dosage listed on the package for your child's age and weight for the length of time unless she has doctor's orders on a medication form stating otherwise.

FOOD SERVICES

Breakfast and lunches are available in the cafeteria.

For more information, please visit

<https://www.lcpshealthycafe.org>

Breakfast \$2.10 Lunch \$3.15

LOCKERS

Students will be able to request a locker if needed. Students will not have to share a locker.

SCHOOL STORE

The school store is open before school in Room 102. It offers a wide range of school supplies, spirit products and Viking attire.

**Hours: Monday - Friday, 8:30-9:05
and Viking Time**

SCHOOL BOARD POLICIES

Students are expected to abide by all School Board Policies. A copy of the Student Rights and Responsibilities and special notices with complete detailed policies is available on the school website under the Site Shortcuts drop-down menu. Parents are expected to review these thoroughly with their students, especially those pertaining to substance abuse (82-40) and weapons (8-32) where violations may result in expulsion from school.

WEAPONS POLICY

[LCPS Weapons Policy](#)

ALCOHOL, DRUG, TOBACCO AND ELECTRONIC CIGARETTES POLICY

[LCPS Alcohol, Drug, Tobacco and Electronic Cigarettes Policy](#)

For students who struggle with behavioral choices, our student services team—including teachers, parents, counselors, administration and other school staff—works with students in the following ways to teach the expected behavior. This includes but is not limited to:

- the interventions listed in the LCPS Rights and Responsibilities
- family conferences
- morning detentions
- lunch detention
- Friday school
- hall pass restriction including Viking Time
- restricted from privileges—including athletics or extracurricular activities, parking privileges, early release
- in-school restriction
- out-of-school suspension
- restorative practices
- community service assignment
- behavior agreements

TECHNOLOGY USE

[LCPS Student Technology Acceptable/Responsible Use Policy](#)

Respect for and care of computer equipment are essential to provide working access for all. Plagiarism, invasion of privacy, unauthorized access, copyright violations, damaging, modifying or attempting to modify computer files or systems are grounds for disciplinary

action and possible legal action. All students must sign the [Student Device Usage Agreement](#) before receiving computer access at school.

PHONE CALLS, MESSAGES, GIFTS

Telephone calls from parents or guardians should be made to the main office. Messages from parents / guardians will be delivered to students as soon as it is possible. Calls from any other person generally will not be accepted. All visitors are required to present a photo ID each and every time - there are no exceptions.

DELIVERY INFO FOR PARENTS

Below are guidelines for parents. This is posted on the LVHS website. In order to minimize interruptions to classes and disruptions to the school routine, the following have been implemented:

- When dropping off lunch or other items for your child, please leave them on the table in the main foyer.
- This drop-off is intended to be for your child only. We do not accept food or other items intended for a group of students. Please see the teacher or sponsor to arrange for that in a different way.
- Communicate with your child to pick up the item between classes only. Students will not be allowed to leave a class to pick up items left at the front foyer table. Items left on the table will not be supervised and are left at your own risk.
- **The school does not permit restaurant food deliveries, flowers, balloons, etc. at any time during the school day.**

VISITORS

Loudoun Valley High School is a closed campus. All visitors to the school must have an appointment with a teacher or administrator, enter the building at the front entrance, and sign in at the main desk/office.

After signing in, visitors will receive a visitor's pass that is required to be displayed at all times. Visitors will return their pass and sign out at the main office prior to exiting. All visitors are required to present a photo ID each and every time - there are no exceptions.

COMMON AREAS AND HALLWAYS

Students who are in good academic and behavioral standing with the teacher can work on academic tasks, projects, etc. in other areas throughout the school ONLY with teacher permission and ONLY if directly supervised.

An E-Hall Pass system will be instituted at the beginning of the 2019-20 school year. Students in hallways must have either a paper early dismissal pass from the main office, a paper early release pass from the main office or an electronic e-hall pass from

a teacher. Teachers must not release students from classrooms without a pass. At no time will teachers release students from class to go to their car or to the parking lot. If students need to visit their car, they are required to go through the safety and security office.

Students are required to work with a staff member or club sponsor to gain approval for hanging any posters, flyers or signs in the school or on school property. Custodial staff will guide students about where and how signage will be displayed.



E-hallpass Working Agreements at LVHS

Shared responsibilities

- ❖ Remain in the classroom the first and last 10 minutes of every block.
- ❖ Study hall students dismissed after the first 20 minutes and return for the last 20 minutes of every block.
- ❖ Students and teachers work together to establish appropriate times and/or procedures when asking to use an ehallpass.
- ❖ Honor your assigned lunch time and bells. Students should remain in class until the appropriate bell sounds and return to class on time.



Teacher Responsibilities

- Honor first/last 10 minutes expectation for classes and first/last 20 minutes expectation for study hall, and the full 10 minutes in homeroom expectation.
- Limit the number of students leaving classroom at any given time.
- There are no special permissions in place allowing any subset of students to leave class early for lunch or any other dismissal for the day.
- Establish procedures with each class on how and when to ask for a ehallpass and length of time out expectations.

Hall Monitor Responsibilities

- Allow each interaction to be positive, greet students with a smile and friendly hello in class or the hallways.
- Ask students their names for quick reference in your ehallpass log.
- Verify student's ehallpass by checking student's electronic device or asking student's name if you do not know/receive the student's name.
- Check students in and out of ehallpass in a timely manner.

Hall Monitor & Teacher Responsibilities

- Monitors should connect directly with the teacher if concerned about the length/duration/misuse of a student's pass.
- *The classroom teacher has the autonomy to submit a missing student report if warranted, call home or restrict pass use from their classroom.*
- Monitors should connect directly with a teacher if concerned about the location(s) (i.e. which bathroom a student used, etc).
- *The classroom teacher has the autonomy to then work with their student about pass use from their classroom, call home or restrict pass use from their classroom.*

Student Responsibilities

- Allow each interaction to be positive, greet everyone with a smile and friendly hello in class or the hallways.
- Give staff your name as you approach so staff can reference your pass in their system.
- Your ehallpass will be verified by staff members as you move around the building.
- Check in with staff hall monitors by showing your active ehallpass or providing your name.
- Allow staff members time to verify your pass.
- Work cooperatively with your teachers to honor the first/last 10/20 minute expectation and the full 10 minutes in homeroom expectation.
- Work with your teacher to establish procedures and agreements for requesting an ehallpass, leaving and returning to the classroom.
- Work with your teacher to follow agreements related to hallway use.

ATTENDANCE

The General Assembly of Virginia has recognized the importance of regular attendance by enacting a compulsory attendance law for students under the age of 18 years. This law requires parents or guardians to see that their children attend school for the same number of days and hours that school is in session and it provides penalties for failure to do so. Penalties are also provided for anyone, including other students, who encourages or induces students to be absent or who employs or harbors a student who should be in school. The School Board employs attendance officers who are authorized and required to file a petition in the Juvenile and Domestic Relations Court to obtain compliance with this law.

When a student is absent, parents need to call the Absentee Phone-In number at 540-751-2402 by 9:30 a.m. Students may not call themselves in as absent, including students 18 years of age or older. For your convenience, this is a 24-hour answering machine.

If you forget to call on the day of the absence, the school will make a reasonable effort to contact you to verify the absence. If phone contact is not made, then you must send a note with your student on the day he or she returns to school.

Please provide doctor's notes every time your child sees a doctor so that we may keep them on file. This pertains to absences and tardies. Without a phone call or a note from the parent to confirm the absence, it will be considered unexcused and disciplinary action may be taken.

Leave the following information: Student's name, your relationship to the student, student's grade, and the reason for the absence.

More information: <https://www.lcps.org/Page/22898>

TARDY PROCEDURE AND POLICY

Tardy Procedure

When a student arrives late to school or to class, this encourages the formation of undesirable personal habits, hurts the morale of students who are on time, reflects a negative attitude towards the class/

school, creates disruptive problems in the hallways, and disrupts the instructional process for the school. Tardiness is not acceptable because it disrupts class, reflects a negative attitude toward the class, creates disruptive problems in the corridors, and develops a habit, which could make future employment difficult.

Tardy Policy:

Only 3 tardies per quarter will be excused when a parent note/call is provided. Any further tardies due to illness must be accompanied by a doctor's note to be considered excused.

- All tardies due to medical appointments must be accompanied by a doctor's note to be considered excused.
- Tardies due to a family emergency can only be excused by an administrator.

Unexcused Tardy to School per quarter:

Students are considered tardy to school if they arrive to school after 9:10 a.m. Please note that the following reasons for coming late to school will NOT be excused: oversleeping, power outages, car trouble, traffic, and missing the bus. A student who is late to school must bring a note to excuse the tardy within 48 hours or the parent/guardian must call the attendance line (540) 751-2402 to inform the school of the late arrival.

Parents/guardians may only excuse three tardies per quarter.

The consequences for unexcused TARDIES TO SCHOOL PER QUARTER are as follows:

- 1st Tardy — Warning
- 2nd Tardy — Warning
- 3rd Tardy — Warning
- 4th Tardy — One LUNCH detention assigned by attendance duty personnel, phone call home and logged in call log in phoenix.
- Each additional tardy after the 4th - other disciplinary consequences by the administration

Please Note: NO SHOW to an assigned DETENTION will result in a REFERRAL TO STUDENT'S ASSISTANT PRINCIPAL.

The consequences for unexcused TARDIES TO CLASS per quarter are as follows:

- 1st Tardy — Warning from teacher
- 2nd Tardy — Warning from teacher
- 3rd Tardy — Classroom Teacher assigns lunch

detention, contacts parent, and enters the contact in Phoenix call log.

• 4th Tardy — Referral to administrator

*The unexcused tardy to class policy pertains to all class periods – including homeroom.

Tardies for After-School Activities:

To participate in an after-school activity, students must arrive to school by 9:15 a.m., on the day of the activity.

Any student arriving, unexcused tardy, after 9:15 a.m. will not be permitted to participate in after-school activities. Tardies to school accompanied by a note from the particular office (medical, dental, etc.) are excused and the student will be allowed to participate.

Please Note: Parent excused tardies are excused for school documentation purposes -- but student cannot participate.

EARLY DISMISSALS

PREFERRED METHOD - Planned Early Dismissal

Request: PARENT NOTE PREFERRED

To alleviate excessive classroom disruption, if your student requires an early dismissal during the school day, parents/guardians should send a note to the welcome desk with the student in the morning before 9:15 a.m. so a pass can be issued. The note must include the following: Student's name and ID number, the reason and the time the student is leaving, a parent signature and phone number. Any note received after 9:15 a.m. must be left with the Main Office for processing (allow one hour for processing), and the student will be responsible for stopping back to the Welcome Desk - at their dismissal time - to pick up their pass. Any student leaving the building without their pass will be referred to their Assistant Principal.

***Please note:** Any student who feels ill or becomes ill during the day must go to the clinic. Students who need to leave school due to an illness may only check out from the clinic.

Unplanned Early Dismissal Request:

Parents/guardians who have made an appointment for their student after their student has arrived at school may do any of the following:

1. Parents may FAX a note with a copy of their driver's license to 540-751-2401. Allow ONE HOUR from time FAX is received for processing.

2. Parents may email a dismissal note with a copy of their driver's license to ValleyED@lpcs.org. Allow ONE HOUR from time EMAIL is received for processing.

****Please note:** If you choose not to attach your driver's license, we cannot process your request

*****please note:** Early dismissal requests via email or fax will not be processed after 3p.m.

FOR LAST MINUTE / EMERGENCT DISMISSALS: A parent/guardian must come into the school to pick up their student.

Please note: This type of dismissal can exceed 15 minutes or more depending on the availability within the school to retrieve your student. Because it is disruptive to the teacher, the students and classroom instruction, Loudoun Valley does NOT call into classes. Further, depending on activities in class and the teacher's classroom procedures, student cell phone access likely will be limited or nonexistent. With this type of dismissal, the parent is required to go to the Welcome Desk, show identification, and sign the student out. We cannot call your student out of class prior to your arrival at Loudoun Valley.

***NOTE:** For safety reasons, we cannot accept phone calls for early dismissal.

EARLY DISMISSALS FOR AFTER-SCHOOL ACTIVITIES:

Any student receiving an early dismissal must bring in a note from that particular office (doctor, dental, etc.) upon return in order to participate in extra-curricular activities that day. Students receiving a clinic dismissal for illness during the school day will not be permitted to participate in after-school activities.

ATHLETICS AND EXTRA-CURRICULAR ACTIVITIES

Athletics & Extra Curricular Activities include, but are not limited to the following: any sport (football, baseball, golf, etc.), practice, or game. After-school activities includes, but are not limited to the following: Marching Band, Color Guard, Winter Guard, and all other Band rehearsals and performances, all Chorus and Orchestra rehearsals or performances, all Theatre rehearsals and performance, Comedy Cult and all other clubs.

Participation in Extra-curricular Activities:

- To participate in an evening activity, students must arrive to school by 9:15 a.m. and remain all day unless they have prior approval by the principal. Failure to be in school by 9:15 a.m. and remaining all day will result in the person not being able to practice, play, or participate that day or night.
- Know and abide by eligibility requirements, state and local rules and expectations. Leave nothing to chance - if in doubt consult sponsor, coach, or administrator.
- Report directly to activities.
- When returning from an event or practice, report directly to the sponsor or coach.

Tardies for After-school Activities:

To participate in an after-school activity, students must

arrive to school by 9:15 a.m., on the day of the activity. Any student arriving, unexcused tardy, after 9:15AM will not be permitted to participate in after-school activities.

Tardies to school accompanied by a note from the particular office (medical, dental, etc.) are excused and the student will be allowed to participate.

***Please note:** Parent-excused tardies are excused for the purposes of school documentation - but student cannot participate.

Early Dismissals for After-school Activities:

Any student receiving an early dismissal must bring in a note from that particular office (doctor, dental, etc.) upon return in order to participate in extra-curricular activities that day.

Students receiving a clinic dismissal for illness during the school day will not be permitted.

ATHLETICS

Students in grades 9-12 are eligible to compete athletically for Loudoun Valley High School.

To participate in an interscholastic sport, the following are required:

1. Student must be enrolled in a minimum of five subjects for new credit.
2. Student must have passed at least five subjects for new credit the previous semester.
3. Current updated VHSL physical on file
4. Medical emergency card on file
5. Loudoun County Training Rules
6. Any other LCPS form issued by the coach
7. Concussion form

Student Athlete and Extracurricular Responsibilities

- To participate, you must arrive at school by 9:15 a.m. and remain all day, unless you have an excuse approved by the principal. Failure to be in school by

9:15 a.m. will result in the athlete not being able to practice or play that day or night.

- Know and abide by eligibility requirements, state and local rules and expectations. Leave nothing to chance – if in doubt, consult sponsor, coach, guidance or athletic director.
- Report directly to athletic practices or activities.
- When returning from an event or practice, report directly to the coach or sponsor.

NOTE: For complete information regarding athletics and student athletes, refer to the Student Athletic Handbook.

Behavior at Athletic Events/Activities

Whenever you attend a school-sponsored function, you will be expected to set the best example of appropriate behavior. Loudoun Valley High School has a reputation for positive sportsmanship and audience courtesy. We expect you to continue this tradition. All school policies apply at all extracurricular events.

TEACHING & LEARNING AT LOUDOUN VALLEY

We invite all our community members to ask themselves the following:

“How can I continuously enhance a safe, inviting and inclusive environment where deeper learning and skill-based competencies are valued?”

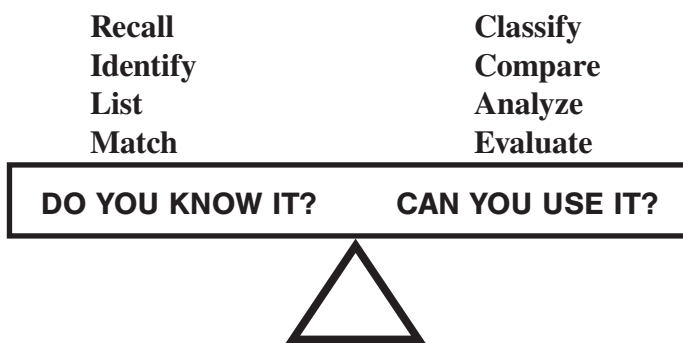
As learners, you will grow and develop all of your thinking skills including:

- Critical thinking
- Collaboration
- Communication
- Citizenship
- Creative thinking

STUDENT LEARNER EXPECTATIONS

1. Engage in learning in purposeful ways.
2. Set goals to try new things.
3. Ask for help from your teachers, counselors, assistant principal or principal.

You will encounter a balance of a variety of different learning expectations while you are at Valley. Take the time and care to cultivate each of these, as you will use them throughout your life.



These skills are complex, challenging and will help you to grow as life-long learners. As you practice and develop these skills, teachers will be asking you as the learner to work independently or collaboratively to practice and apply these skills. Your teacher will be there to guide, support and facilitate your growth in these skill areas.

We acknowledge, at times, acquiring these skills will be difficult and may cause, in some cases, discomfort.

However, discomfort and the resulting resilience leads to success. Your teachers, counselors, parents and administrative team are all here to support you as you grow.

VIKING TIME

Viking Time - 30 minutes between 1st and 2nd periods and between 5th and 6th periods are for students to use with their teachers. Students are expected to attend Viking Time meetings when requested by a teacher. Viking Time is primarily for academics—time with teachers and students to:

- Catch up
- Move ahead
- Go deeper
- Make up assessments

Viking Time will include wellness sessions. Please listen for announcements when activities are offered.

No clubs Monday through Thursday. Clubs will occur Friday during the time slot of Viking Time.

School-based information sessions and presentations at various times will run the entire Viking Time. Teachers and students are expected to remain in homeroom for the duration of these presentations. Some examples include but are not limited to:

- Class meetings
- School counseling presentations
- PEER and/or SCA presentations
- Completion of testing
- Paperwork
- Other as approved by the principal

STUDENT WELLNESS AND ENGAGEMENT

We acknowledge that student wellness and engagement are a vital thread of the fabric of the student experience. We believe in fostering an environment that provides opportunities for students to build tools related to stress management, time management, outreach and exploring interests.

- Regular wellness activities
- Weekly club/activity rotations on Fridays
- School spirit through spirit days, pep rally and student section participation (The Jungle)
- Participation in PEER and “We’re All Human” clubs as ways to promote student wellness, kindness and suicide prevention.

GET INVOLVED, STAY INVOLVED

A Cappella (Holowecki)

American Sign Language (Hitchens)

Animal Advocates (Dawson)

Anime (Koch)

Archery (Young/Spring)

Backpacking and Hiking (Baker/Hochkammer)

Battle of the Books (Hagerty/Ring)

Book Club (Walter/Yurish)

Cartooning (Hagerty)

Chess (Oh)

Computer Programming (Snyder)

DECA (Bell)

Debate (Hudson)

Engineering Club (Wilson)

E-Sports (Dutton)

Fellowship of Christian Athletes (Lewis)

Fishing Club (Hochkammer)

French Club (Trude)

Freshmen Class Panel (Clark/Dube)

Future Nurses and Health Care Providers Club (Foulkes)

German Club (Breitenthaler)

Global Ambassadors (Cox/Orton)

Green Team (Bucci)

Ice Hockey Club (Ring)

International Service (Hochkammer/Hitchens)

Investing Club (Harris)

Jenga Club (Lloyd)

Junior Class (Judd/Sharpe/Trude)

Latin Club (Krepich)

LVHS International (Curtis/Bucci/Roesch)

LVSI (Olis)

MakerSpace (Yurish/Walter)

Model Judiciary (Williams)

Model UN (Bailey)

Mu Alpha Theta (McConnell/Snyder)

National Honor Society (Rodriguez/Burkett)

Partners’ Club (Clark/Garbe)

PEER (Owns/Whitacre)

PRISM (Skvarch)

Republican Club (Davidson)

Rosary Club (Sweatte)

SCA (Weller/Inman)

Senior Class (Orton/Smink)

Song Writing (Mininberg)

Sophomore Class (Mumaw/O’Connor)

Spanish Club (Boldin)

Spirit Club (Hall)

STEM (Rodriguez)

Tri-M Honor Society (Holowecki)

Veterans’ Club (Bower)

Viking Theatre (Staggs)

Volleyball Club (Young)

We’re All Human (Owens/Whitacre)

Young Activists Club (Langmead/Norman)

Young Democrats Club (Wallace)

Young Filmmakers Club (Lloyd)

2019-2020 BELL SCHEDULES for LVHS

Warning Bell	9:05
1st and 5th Blocks	9:10 – 10:28
*Homeroom	10:33 – 10:38
Viking time/Activity	10:43 – 11:13
2nd and 6th Blocks	11:18 – 12:36
3rd and 7th Blocks	12:41 – 2:35
<i>Lunch A</i>	<i>12:36 – 1:06</i>
<i>Lunch B</i>	<i>1:06 – 1:37</i>
<i>Lunch C</i>	<i>1:37 – 2:07</i>
4th and 8th Blocks	2:40 – 3:58

*Minimum time for HR is 5 minutes in the regular Bell Schedule. Frequently Homeroom will be extended & Viking Time will be used for school purposes such as class meetings.

<u>1-Hour Delay</u>		<u>2-Hour Delay</u>
10:05	Warning Bell	11:05
10:10 – 11:22	1st and 5th Blocks	11:10 – 12:07
11:27 – 12:39	2nd and 6th Blocks	12:12 – 1:09
12:44 – 1:24	Lunch	1:14 – 1:54
1:29 – 2:41	3rd and 7th Blocks	1:59 – 2:56
2:46 – 3:58	4th and 8th Blocks	3:01 – 3:58

There is no Homeroom or Viking Time when the school day is delayed.