

# 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**

**Andrew Johnson**

**Assistant Principal**

**School Counseling**

**540-751-2407**

**William Gulgert**

**Assistant Principal**

**School Counseling**

**540-751-2408**

**Nicole Herndon**

**Assistant Principal**

**Absentee Line**

**540-751-2402**

**Paul Hall**

**Counseling Director**

**Athletic Department**

**540-751-2410**

**Kris Kelican**

**Athletic Director**

**Damian Krisko**

**Assistant Athletic Director**

**Michael Skvarch**

**International**

**Baccalaureate Coordinator**

**Student Support Adviser**

**[WWW.LCPS.ORG/LVHS](http://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 Dr. 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 library.
8. Stop into the counseling center, say hello to the secretaries and introduce yourself to your counselor.

# TABLE OF CONTENTS

## NEW THIS YEAR

**Be sure to see these pages for expectations, guidelines and rules that are new for the 2023-2024 school year.**

**Student Responsibilities - Page 8**

**Attendance - Page 13**

**Teaching and Learning at Loudoun Valley - Page 16**

Welcome	4
Mission, Vision and Collective Commitments	5
School Counseling Department	6
Administration, Safety and Security, Support Personnel	7
Student Responsibilities (What it Means to be a Viking, Behavioral Expectations)	8
Library	9
Student Services (buses, clinic, food services, lockers, school store)	10
School Board Policies	11
Phone Calls, Messages, Gifts, Deliveries	11
Buildings and Grounds (parking, visitors)	11
Common Areas and Hallways	12
Attendance	13
Athletics	14
Teaching and Learning at Loudoun Valley	16
Get Involved, Stay Involved (Clubs at Loudoun Valley)	17

# 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 and kindness,
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  
2023-2024

## 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

## COUNSELORS

### 9th & 10th Grades

A-G Charles Smith

H-O Adria Frie

P-Z Matthew Siler

### 11th & 12th Grades

A-G Candy Grim

H-O Joseph Neidrick

P-Z Shelli Cook

Paul Hall, Director

Cindy Ashley, Secretary, Registrar

Tami Koerner, Secretary

Linda Krone, Career Center Specialist

## UNITED MENTAL HEALTH TEAM

Pamela Lindo, School Psychologist

Amy Emery, Student Assistance Specialist

Ann Smith, School Social Worker

## OFFICE HOURS

Monday through Friday, 9 a.m. - 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](http://www.lcps.org/lvhs) and click on the School Counseling tab.
- Follow us on Twitter - [@LVHS Counseling](https://twitter.com/LVHS_Counseling).

# SCHOOL ADMINISTRATION

Sue Ross, Principal

Bill Gulgert, Grades 9-12; last names A-G

Nicole Herndon, Grades 9-12, last names H-O

Andrew Johnson, Grades 9-12, last names P-Z

Wendi Walker, Student Activities and Engagement Coordinator

Sarah Grantham, Student Support Adviser

Michael Skvarch, IB Coordinator

## SAFETY & SECURITY TEAM

Mike Hansen, School Safety Officer

Kristi Leigh, School Safety Officer

Jerry Pollatos, School Safety Officer

Matt Vess, School Resource Officer

The School Resource Officers' office is located in 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." **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

Canin Bakir, Main Office Secretary

Brenda Daeschner, 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.**

<https://www.lcps.org/Page/248228>

# CELL PHONE EXPECTATIONS

Students are not permitted to use cell phones during instructional time. This includes during class and Viking Time. Students are expected to follow teacher directions related to cell phone management in the classroom. Parents should contact the main office if there is a message they need to send to students during the school day. Student use of recording devices is prohibited. Classes, teachers, students, and conversations may not be recorded.

# ONE LUNCH EXPECTATIONS

Maintain respectful, orderly behavior.

Food deliveries are not allowed from any vendors.

Eat in one space only.

Students may walk around but may not eat while walking around.

Exterior spaces for eating are available, and you must remain on campus.

Please be sure your area is cleaned up / picked up before you leave the area.

Own your contribution to the success of this lunch and a healthy Loudoun Valley community.

# STUDENT RESTROOM EXPECTATIONS

Students are expected to follow the directions of supervising staff. This may include placing backpacks in designated areas and limiting the number of students permitted at a time. Only one person is allowed in a stall at all times.



# 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 2000 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, 9 A.M. - 4:30 P.M.

STACY WALTER LIBRARIAN  
JEF MUELLER 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. 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 signup 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 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!

X: [@LVHSLIBRARY1](https://twitter.com/LVHSLIBRARY1)  
INSTAGRAM: [@LVHSLIB](https://www.instagram.com/LVHSLIB)  
REMIND: [@ba44k2](https://www.remind.com/app/users/@ba44k2)

# 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.

## 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](http://www.lcps.org/lvhs). Under About, Clinic, click on Student Health Services 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 LCPS website.

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 is not supplied 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 the 22-23 school year, breakfast is \$2.10, and lunch is \$3.15 for purchase. You may bring cash, check, or add funds online. Use this link for more information: <https://lcpshhealthycafe.org/index.php?page=menus&sid=2407151445268563>

For info on the free/reduced meal application, please visit <https://lcpshhealthycafe.org/index.php?page=lunchapps&sid=2407151445268563>

## LOCKERS

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

## SCHOOL STORE

The school store, Viking Alley, is located next to Room 102, across from the library. A wide range of spirit wear, accessories and snacks are available for purchase.

Watch morning announcements and the display screen in the store window for special events and store hours.

# 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 and weapons where violations may result in expulsion from school.

See LCPS Policies and Regulations Chapter 8 <https://www.lcps.org/page/76>

## WEAPONS POLICY

See LCPS Policies and Regulations Chapter 8 <https://www.lcps.org/page/76>

## ALCOHOL, DRUG, TOBACCO AND ELECTRONIC CIGARETTES POLICY

See LCPS Policies and Regulations Chapter 8 <https://www.lcps.org/page/76>

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

See LCPS Policies and Regulations Chapter 8 <https://www.lcps.org/page/76>

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 cart outside of the main foyer entrance.
- 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 on the cart. Items left on the cart will not be supervised and are left at your own risk.
- **We do not accept deliveries except from parents. Vendors such as Grubhub, Door Dash, etc. are not permitted.**

## 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.

Students will utilize the E-Hall pass system. Students in hallways must have either a paper early dismissal 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.



## 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.



### 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.

Consistent attendance in school is critical for meaningful learning. We understand that a variety of factors can disrupt student attendance. We will work with you to support your student's success. The key to this support is clear communication. Please assist us in letting us know about your student's absences. Many of these absences are excused with proper notification (illness, death in the family, medical or dental appointments, court appearances, religious holidays, etc.). School staff will reach out when absences begin to accumulate, but it is important that you are proactive and communicate your student's needs to the school. Our goal is to support student engagement.

Please review the sections below for further directions about how to communicate student attendance. The most important step is to make sure that you have your ParentVue account activated. Please refer to the "ParentVue and StudentVue" tab on the school website for details about activation. You can also explore the link below.

Link to [Overview of How to Complete Student Attendance](#)

## ABSENCES

Submit your student's attendance through ParentVue. You will find the Report Attendance option in both the mobile app and web version for all your students. Additionally, there is an option to attach doctor's notes. Note that this function only reports attendance to the front office - teachers will not see the notes submitted through this process. If you are having difficulty with submitting your request through ParentVue, call 540-751-2402.

Click here for [Guidance on ParentVue Attendance Requests \(English\)](#)

Click here for [Guidance on ParentVue Attendance Requests \(Spanish\)](#)

Click here for [Video on ParentVue Attendance Requests](#)

**Planned Excused Absences:** Please let us know about your student's planned absences (personal illness, death in the family, medical or dental appointments, court appearances, religious holidays, etc.). These absences are excused with proper notification.

Please complete this form when your student will be absent for three days or more.

[Planned Absence Leave Request Form](#)

### The Process:

Parent fills out and signs the form.

Students get their teachers' signatures acknowledging the absence.

Once all signatures are complete, the form is submitted to Dr. Ross for review.

Late arrival to school or class can be a significant disruption to your student's education as well as their peers. We emphasize the importance of students presenting themselves properly and being respectful of the overall learning community, especially their fellow classmates and teachers. There are multiple interventions that will take place in instances of ongoing tardiness to school, including conferences with parents, loss of school privilege and participation in extracurricular activities, and potentially school-based discipline. Students should prioritize, with family accountability, being on-time and prepared at 9:30 a.m. every school day.

## TARDIES

### Tardies for After-School Activities:

To participate in an after-school activity, students must arrive at school by 10 a.m. on the day of the activity. Any student arriving, unexcused tardy, after 10 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 students cannot participate.

## EARLY DISMISSALS

Please submit the early dismissal request through ParentVue by 9:30 a.m.

Requests made after 9:30 a.m. must give an hour of notice to school staff and be submitted prior to 3:30 p.m.

Students will be dismissed from class using the Remind App (see below).

Last-minute early dismissal requests will require the parent coming to the front door and presenting photo identification.

Click here for [Guidance on ParentVue Early Dismissal Requests \(English\)](#)

Click here for [Guidance on ParentVue Early Dismissal Requests \(Spanish\)](#)

### How Are Students Notified?

Students will be messaged by the attendance secretary through the Remind App when it is their dismissal time.

Students should discreetly communicate with the teacher to minimize the disruption to the classroom.

Students are not permitted to leave without the teacher excusal and the message on Remind.

### Clinic Dismissal:

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.

### Early Dismissal 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 extracurricular 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 Extracurricular 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 Extracurricular Activities:

To participate in an evening activity, students must arrive at school by 10 a.m. and remain all day unless they have prior approval by the principal.

Failure to be in school by 10 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 at school by 10 a.m., on the day of the activity.

Any student arriving, unexcused tardy, after 10 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 the purposes of school documentation - but student cannot participate



# 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. Register online

## Student Athlete and Extracurricular Responsibilities

- To participate, you must arrive at school by 9:45 a.m. and remain all day, unless you have an excuse approved by the principal. Failure to be in school by 9:45 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?”**

**“How can I create a better and more peaceful world?”**

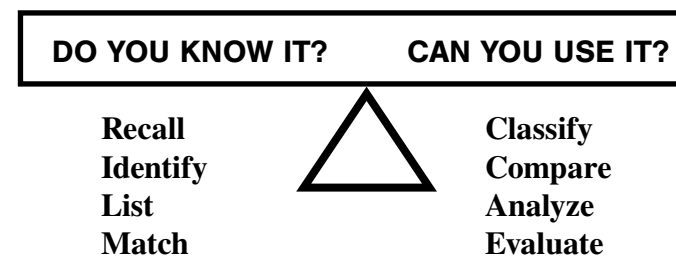
**As Loudoun Valley Viking students and staff, we strive to be:**

- Critical thinkers
- Communicators
- Collaborators
- Risk takers
- Productive citizens
- Balanced
- Principled
- Knowledgeable
- Open-minded
- Caring
- Reflective
- Globally aware

## STUDENT LEARNER EXPECTATIONS

1. Engage in learning in purposeful ways.
2. Set goals, try new things, and take academic risks.
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

The 30 minutes between 1st and 2nd periods and between 5th and 6th periods are for students to use with their teachers.

## Viking Time Expectations

- This time is used for small group/one-on-one conferences/remediation with students.
- Teachers will take attendance and actively go through announcements daily with students.
- When scheduled, all teachers will implement specific advisory lessons.
- Teachers will have a structure to engage students who remain in their classroom during Viking Time.

## Viking Time Logistics

- No passes are to be made to the Mixing Bowl or other “common” areas during Viking Time.
- Students either have an appointment pass with a teacher, or they are to remain in their homeroom/ advisory class.
- Starting at 11:10 a.m., a maximum of one out of class pass per classroom during VT (example: bathroom pass). We want to seek to limit the number of students in the halls.
- Teachers will schedule appointment passes at 11 a.m.
- No additional appointment passes to teachers will be made after 11:05 a.m.
- Appointment passes **must** indicate the homeroom a student is coming from.
- Always utilize an E-Hall pass for students during Viking Time.

Friday during Viking Time will be dedicated to Clubs.

## LOUDOUN COUNTY PUBLIC SCHOOLS GRADING AND ASSESSMENT GUIDELINES

1. We count no one summative assessment as more than 20% of the quarter grade.
2. We give a reasonable effort at least a 50%.

3. We give multiple opportunities to demonstrate mastery.
4. We accept late work to document learning.
5. We post assignments in Phoenix when they are assigned, and we grade assignments within two weeks of being turned in.
6. We provide reassessments to students who score below 80%. The student will be given the higher grade between the original assessment and the reassessment up to an 80%.
7. We support student learning through a system of intervention and supports.

### 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)

## GET INVOLVED, STAY INVOLVED

Astrophotography Club  
Automotive Club  
Black Student Union (BSU)  
Chess  
Cosmetology Club  
Culture Club (formerly LVHS International)  
Cyber Patriot  
Debate Team  
DECA  
Drama Club  
Engineering Club  
FCCLA  
Fellowship of Christian Athletes  
French Club  
Freshmen Class Panel  
Future Health Professionals

Gaming Club  
German Club  
Glee Club  
Green Team  
Guitar Club  
Investing Club  
Junior Class  
Loudoun Valley Sustainability Mission  
LVSI (Loudoun Valley Service Initiatives)  
MakerSpace  
Model UN  
National Art Honors Society  
National Honor Society  
Partners' Club

- Participation in PEER and “We’re All Human” clubs as ways to promote student wellness, kindness and suicide prevention.

### LCPS PRE-IB PROGRAM

At Loudoun Valley, we offer a special program called the LCPS Pre-IB Program. In this program, we prepare students to enter the International Baccalaureate Program, starting their 11th grade year.

This is a program dedicated to developing internationally minded people who, recognizing their common humanity and shared guardianship of the planet, help to create a better and more peaceful world. As a school, we are in the process of being authorized as an International Baccalaureate World School.

For more information about the International Baccalaureate, visit [www.ibo.org](http://www.ibo.org). For more information about our LCPS Pre-IB program, email our IB Coordinator at [Michael.Skvarch@lcps.org](mailto:Michael.Skvarch@lcps.org).

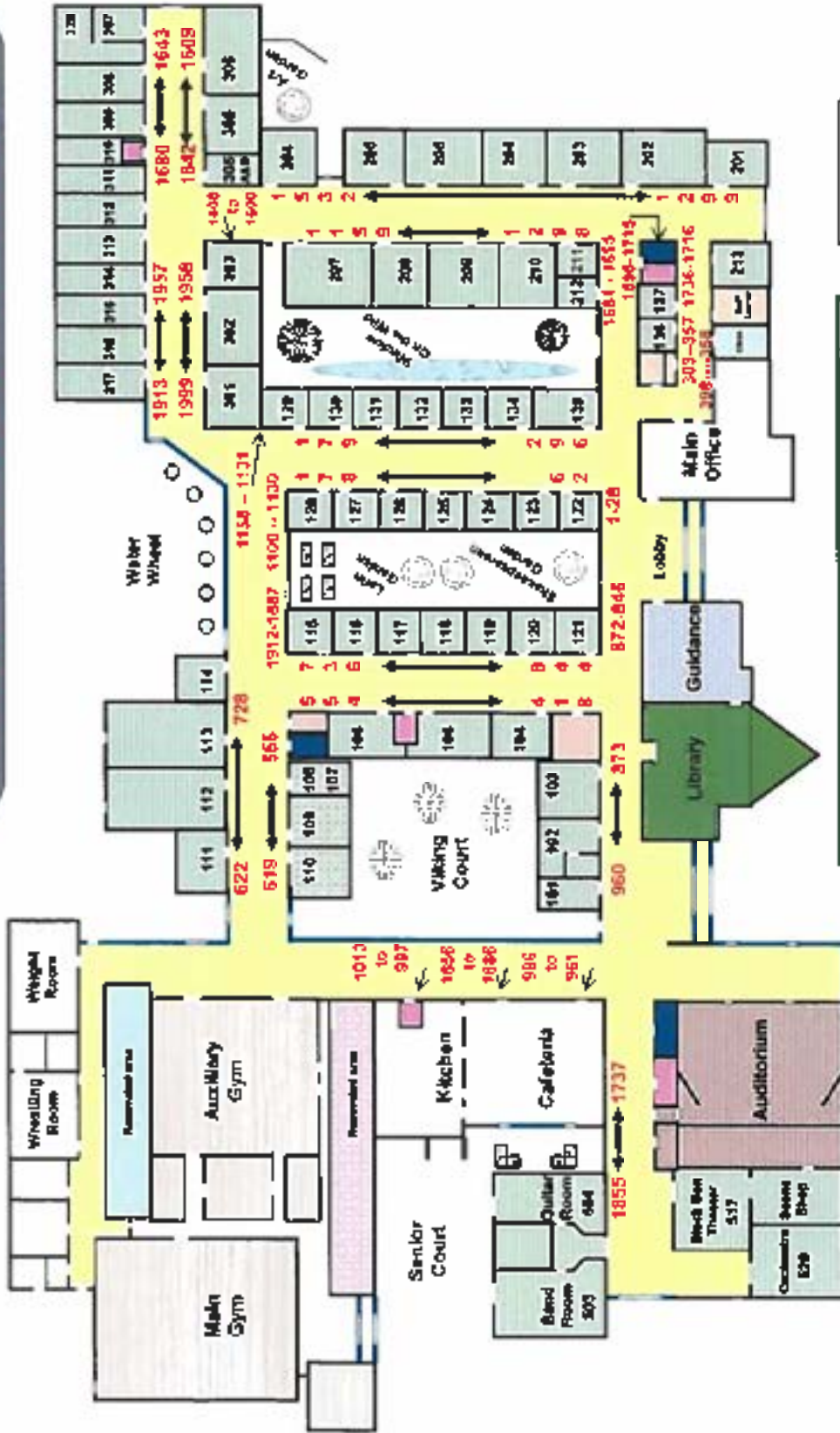
For more information on clubs and activities, please contact Ms. Walker, LVHS Student Activities & Engagement Coordinator.

PEER (Positive Experiences in Educational Relationships)  
PRISM (GSA)  
Project Lit  
Red Cross Club  
Senior Class  
Sophomore Class  
Spanish Club  
Spirit Club  
STEM  
Tri-M Honor Society  
We’re All Human  
Young Democrats  
Young Filmmakers Club  
Young Republicans

## LVHS BELL SCHEDULE 2023-2024

Doors Open	8:45
Breakfast is available	8:50 - 9:30
Warning Bell	9:25
1st and 5th	9:30 - 10:55
<b>Homeroom/Advisory/Clubs</b> <ul style="list-style-type: none"> <li>• Clubs are Friday only</li> <li>• Advisory is 1-2x per week</li> <li>• HR is used for a variety of purpose including teacher/student/family conferences</li> </ul>	11:00 - 11:30
2nd and 6th	11:35 - 1:00
<b>LUNCH</b>	1:00 - 1:30
3rd and 7th	1:35 - 2:55
4th and 8th	3:00 - 4:20

# Loudoun Valley High School




**LEGEND**

- Classroom
- Restroom
- Activity Room
- Office
- Library
- Other

No Dogs Allowed

**LOUDOUN VALLEY HIGH SCHOOL**  
**SUE ROSS, Principal**  
 340 N Maple Avenue  
 Purcellville, Virginia 20132  
 (540) 781-2800

Home of the Vikings



Revised 8/25/2014