



ACKNOWLEDGING THE SR&R HANDBOOK

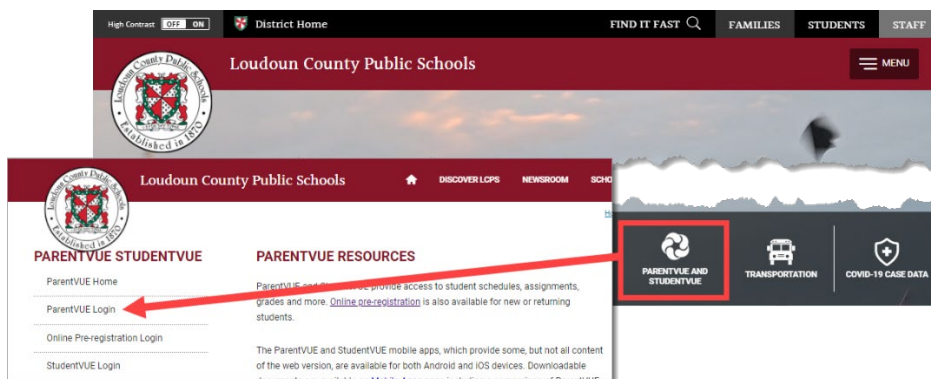
PARENTVUE WEB VERSION

The receipt of the Student's Rights & Responsibilities Handbook is acknowledged through ParentVUE. The first time you log into ParentVUE after in the 2021-22 SY, you will need to download and e-sign that you have received the document **within 5 days of your child's first day of school**.

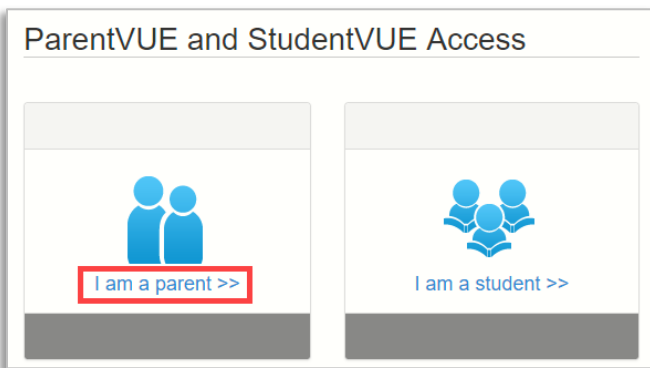
➔ You must have an active ParentVUE account to complete this process. If you are unable to log in or need to create a ParentVUE account, contact your child's school.

NAVIGATE TO PARENTVUE & LOG IN

1. From the LCPS home page, click the ParentVUE and StudentVUE icon.
2. Then click on the **ParentVUE Login** link.



3. **Option:** navigate directly to <https://portal.lcps.org> in any web browser and then click on **I am a parent>>**.



4. Enter your user name and password and click on **Login**.



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DOWNLOAD AND ACKNOWLEDGE

1. Enter your e-signature by typing your name in the **Signature** field. Enter your name exactly as it appears in the top right corner of the screen.

This screenshot shows the 'Acknowledgements' page for Loudoun County Public Schools. At the top right, there are links for 'My Account', 'Help', and 'Close'. Below these, the school name 'Loudoun County Public Schools' and a greeting 'Good afternoon, John Bernard, 4/30/2019' are displayed. The main heading is 'Acknowledgements', followed by 'Acknowledgement 1 of 1: Student Rights and Responsibilities 2018'. The text states: 'Student Rights and Responsibilities. This is the 2018 Student Rights & Responsibilities Handbook. Please download, review with your student, and acknowledge receipt of the handbook. If you wish to print the handbook, please select the link below.' Below this, it says 'To download this document, click here: [Student Rights and Responsibilities.pdf](#)'. The 'Signature:' field contains the text 'John Bernard', which is highlighted with a red box. At the bottom right is a button labeled 'I acknowledge receipt'.

2. Click the **Student Rights and Responsibilities** link to download the document.

This screenshot is similar to the previous one, but the link '[Student Rights and Responsibilities.pdf](#)' is highlighted with a red box. The 'Signature' field still contains 'John Bernard'.

3. Click the **I acknowledge receipt** button.

This screenshot shows the 'Acknowledgements' page with the 'I acknowledge receipt' button highlighted by a red box. The 'Signature' field still contains 'John Bernard'.



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PARENTVUE MOBILE APP

The receipt of the Student's Rights & Responsibilities Handbook is acknowledged through ParentVUE. The first time you log into ParentVUE after in the 2021-22 SY, you will need to download and e-sign that you have received the document **within 5 days of your child's first day of school**.

➡ You must have an active ParentVUE account to complete this process. If you are unable to log in or need to create a ParentVUE account, contact your child's school

OPEN THE PARENTVUE APP AND LOG IN

These instructions are for the ParentVUE app. See the previous page for acknowledging documents using the web version of ParentVUE.

- If you have not yet configured the ParentVUE app on your mobile device, please download [Using the ParentVUE Mobile App](#) for instructions.

DOWNLOAD AND ACKNOWLEDGE

1. Tap the **Signature** field.
2. Enter your e-signature by typing your name in the **Signature** field. Your name must exactly match your LCPS parent record (no nicknames).

Acknowledgement 1 of 1: Student Rights a...

This is the 2018 Student Rights & Responsibilities Handbook. Please download, review with your parent/guardian, and acknowledge receipt of this handbook. If the Spanish version is needed, please select Espanol in the lower left-hand corner to view the Spanish translation.

To view this document, click here: Stude...ties.pdf

Signature:

I acknowledge receipt



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3. Tap the **Student Rights and Responsibilities** link to download the document.

Acknowledgement 1 of 1: Student Rights a...

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To view this document, click here: **Stude...ties.pdf**

Signature:

I acknowledge receipt

4. Tap **< Back** to return to the acknowledgment page after reviewing the document.
5. Tap **I acknowledge receipt**.

Acknowledgement 1 of 1: Student Rights a...

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PARENTVUE HELP

The [District ParentVUE](#) pages have resources to help you activate your ParentVUE account. [Frequently Asked Questions](#) and downloadable [Quick Reference Guides](#) are available to guide you through the process and help navigate the system.

Each school has dedicated staff to help parents with their accounts. Go to your school's website and click on the ParentVUE Global icon to find names and phone numbers of staff who can help you.

