

**WELCOME!**



**Family and Community  
Engagement Center (FACE)**  
[www.acps.k12.va.us/face](http://www.acps.k12.va.us/face) • 703-619-8055



# ACPS Family and Community Engagement Center

The **ACPS Family and Community Engagement Center (FACE Center)** provides meaningful opportunities and resources for families to work with schools to empower all students to thrive in a diverse and ever-changing world. We work with families, school staff and community partners to strengthen family-school partnerships that increase two-way communication, cultural understanding and academic achievement.



## WELCOME

- Personal communication
- Supportive relationships
- Cultural representation

## CONNECT

- Volunteer opportunities
- School resources
- Community referrals

## ENGAGE

- Workshops linked to student learning
- Parent Coffees

## EMPOWER

- Parent education programs
- English language classes
- Basic computer training

### Need Help?

Call our  
**Family Information Lines!**  
From 10am to 3pm

English/Español  
703-619-8055

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703-927-6866

زبان دری  
703-963-0492

Family and Community Engagement (FACE) Center

# Your Family Engagement

Family and community engagement (FACE) looks different for every family. **Ensuring your child is on time for school every day, monitoring homework and communicating regularly with teachers** are a few ways to support your child's education. **Volunteering in the school and participating in workshops** are other great opportunities to be involved.

What does your **FACE** look like?

Let us see your **FACE** everywhere!



**AT HOME**



- **Encourage your child** to read every day; check to see if they have homework to complete.
- **Provide nutritious meals** and make sure your child gets at least eight hours of sleep each night.
- **Monitor screen time** and television viewing habits.



**AT SCHOOL**



- **Become familiar with what your child should master** at their grade.
- **Attend parent-teacher conferences.**
- **Participate in "Science Night" or other learning opportunities** for families.
- **Join the Parent-Teacher Association (PTA)** or other committees at school.



**IN OUR COMMUNITY**



- **Encourage your child to volunteer** — on their own or as a family.
- **Take your child on trips** to local libraries, museums and landmarks.

**Engaged Families,**  
**Successful Students.**



Your Family Engagement

# Attendance

One of the most important things your child can do to reach success is **attend school every day on time – from Pre-K through twelfth grade!** By attending class regularly, your child is more likely to **build strong relationships** with peers and teachers, **enjoy being a part of the school** and classroom community, **receive daily instruction** that cannot be made up afterwards and **feel a sense of pride** in their school work and all they have learned.

Absences can lead to lower academic achievement due to missed instruction, regardless of whether the absence is excused or unexcused.



Just **ONE ABSENCE** every two weeks puts a child at risk of **ACADEMIC FAILURE**.

## TIPS FOR PARENTS

### Stay In Touch:

- **If you have any attendance concerns or notice your child feels anxious** about going to school, contact a member of the Student Support Team at your child's school.
- **Communicate openly with your child's school** about attendance and share anything with the school that you believe is impacting your child at school.

### At Home:

- **Talk with your child about their favorite part of the school day** and about their friends.
- **Encourage them** if they are facing difficulties at school.
- **Plan family trips when school is not in session.**

### Healthy Habits:

- **Establish a consistent bedtime and morning routine.**
- **Schedule medical appointments at the end of the day** so that students are in school for as much learning as possible.

For more information on attendance go to:  
<https://acps.cc/attend>

# Attendance

## Free and Reduced-Price School Meals

Children need healthy food to learn! The ACPS Office of School Nutrition Services is committed to **providing equitable access to quality meals that are nutritious, fresh and culturally-inclusive.**

Many ACPS schools offer **no-cost breakfast and lunch to all students**, regardless of their household income, through the **Community Eligibility Provision (CEP)**.

To learn if your child attends a **CEP school**, visit [www.acps.cc/CEP](http://www.acps.cc/CEP).



If your child does not attend a **CEP school**, we encourage you to **complete a meal application form to determine if you qualify for free and reduced-price meals.**

Meal application forms are available at the school's main office, can be downloaded from the ACPS website or can be completed online.

Approved applications offer a full range of benefits including **healthy student meals**, and the possibility of **discounted after-school programs, internet service, college test and application fee waivers**, and more.

To complete a meal application, view menus or make payments, visit [www.schoolcafe.com/alexandriacps](http://www.schoolcafe.com/alexandriacps)

## Free and Reduced-Price School Meals

# Technology & Learning

Every ACPS student in Pre-K through twelfth grade is issued a Chrome device for education purposes. **Access to digital tools allows students to create, connect, collaborate and learn how to use technology in a safe, ethical and respectful manner.**

With access to digital tools, students can:

- Receive personalized instruction based on their individual performance levels
- Participate in interactive learning activities
- Go on virtual field trips
- Create multimedia projects



## Frequently Asked Questions



### Q: Will we have to pay to receive a Chrome device or charger?

A: There are no upfront fees. Pre-K and kindergarten students are issued a Chrome Tablet. Students in first through twelfth grade are issued a Chromebook. However, **if your child loses or damages their device, you will be charged fees associated with repair or replacement.**



### Q: Are there restrictions on what student Chrome devices can access online?

A: Yes, student devices use Alexandria City Public Schools (ACPS) WiFi at school that go through Securly internet content filters, which restrict what students are able to access. At home, a student's web traffic on their ACPS-issued device is routed back through the Securly filters as well. Students have more websites available to them at home than at school including social media sites.



### Q: Can my child take the device home?

A: Only students in **grades 6-12** take their Chromebooks home daily. Students in grades 3-5 may take their devices home when there is an associated assignment. **No devices go home with students in Pre-Kindergarten - Grade Two.**



### Q: How can we get temporary internet access at home?

A: Students seeking temporary internet access at home can borrow a hotspot "**Kajeet**" from the school's Student Help Desk for a **one-week period** (additional time may be granted upon request).

To learn more about technology use guidelines and privacy, visit <https://acps.cc/technology>.

# School Resources

We encourage families to explore the resources below to support your child's journey to academic excellence. You can find more about these resources by visiting the links below or scanning the QR Code for each resource.



## VOLUNTEERING

Opportunities to volunteer vary at each school. Families can get involved as volunteers and make a difference by **helping with a variety of activities.**

[acps.cc/volunteer](https://acps.cc/volunteer)



## SUBSTANCE ABUSE PREVENTION

ACPS provides **substance abuse (SA) prevention services** and **early intervention** for schools. The SA services include:

- **Screenings**
- **Assessments**
- **Early intervention**
- **Targeted case management**
- **Prevention campaigns.**

[acps.cc/prevention](https://acps.cc/prevention)

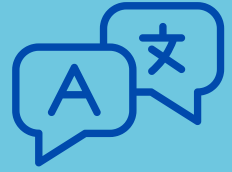


## SPECIAL EDUCATION PARENT RESOURCE CENTER (PRC)

The **Anne R. Lipnick Special Education Parent Resource Center (PRC)** serves **families of children with disabilities** in Alexandria City through:

- **Free workshops and training sessions**
- **Parent support groups**
- **Individual support and consultations are also available.**

[acps.cc/ResourceCenter](https://acps.cc/ResourceCenter)



## TRANSLATION AND INTERPRETATION SERVICES

In order to support communication between schools, students and families, ACPS' **language access services** include:

- Telephone interpretation through the toll-free **Language Line at (1-833-611-1667)**
- Face-to-face interpretation
- Written translation services.

Contact the **Office of English Learner (EL) Services** if you need assistance.

[acps.cc/LanguageAccess](https://acps.cc/LanguageAccess)



# School Resources

# Parent-Teacher Conferences

A parent-teacher conference offers **an opportunity for you to meet with your child's teachers and others who support your child's learning.** You will also **learn more about how your child is doing in school** and **ways you can assist their learning at home.**

## Your Child's Teachers (List Name/Subject)

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## Questions To Ask

1. What do you see as my child's strengths?
2. What tests has my child taken this year?
3. What do the scores mean?
4. How do you assess student work?  
Can you show me examples of student work that meets the class requirements?
5. What programs does the school offer to make sure my child does not fall behind?
6. What can I do to support my child's learning at home?

## Tips for a Successful Parent-Teacher Conference

### **Schedule a time to meet.**

- Parent-Teacher conferences are held each year. If you are unable to attend on the scheduled date, or if you need more time, ask the teacher about other times that you can meet to discuss your child's progress.

### **Involve your child.**

- Before the conference, ask your child if there is anything they want you to discuss.
- Afterwards, discuss what was shared during the conference with your child. Make certain that your child knows what is expected of them.

### **Be prepared.**

- Review your child's grades online in **PowerSchool**, the ACPS student information system.
- If you are not confident communicating in English, let your school **Family Liaison** or teacher(s) know in advance so that an interpreter can be available to assist you.



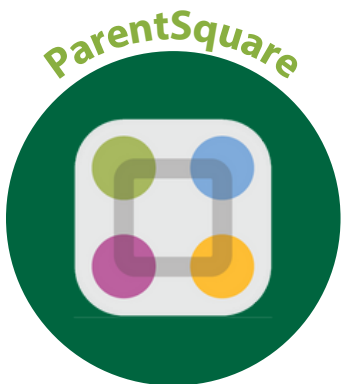
# Stay Connected and Informed

ACPS communicates with families in multiple ways to support your active involvement in your child's education.



- Complete back to school forms and **access student academic records, attendance, transportation information, schedule** and more through the PowerSchool Parent Access portal.

**Need help? Complete the Parent Access Help Form:**  
[www.acps.cc/HelpForm](http://www.acps.cc/HelpForm).



- Receive messages from ACPS (**announcements, weather alerts, etc.**) in your preferred language.
- Send and receive texts from your teacher(s) with **automated translation**.
- **Receive attendance and bus notifications**, and sync school calendars on to your phone.

**Download ParentSquare**



**Download the ParentSquare app:**  
[www.acps.k12.va.us/parentsquare](http://www.acps.k12.va.us/parentsquare).



**Have a division-wide question, concern or comment you want to share with ACPS leadership?**

Complete the Ask ACPS online form or email [ask@acps.k12.va.us](mailto:ask@acps.k12.va.us) to share your concern or comment. We will make sure it reaches the appropriate staff and that you get a timely response.

**Share your division-wide question or concern at**  
[www.acps.k12.va.us/ask](http://www.acps.k12.va.us/ask).



\*Instances of **bullying** and other incidents that affect safety and well-being can be reported via the [ACPS Anonymous Reporting System](http://www.acps.k12.va.us/families/tip-line) [acps.k12.va.us/families/tip-line](http://www.acps.k12.va.us/families/tip-line)

Please call 911 to report an emergency or a crime in progress.

**Alexandria Safe Place** is the City's 24-hour hotline to report bullying or crisis events. To access immediate help and support for young people (age 5-18) call 703-746-5400.

Stay Connected and Informed

# Transportation

Students in Alexandria City Public Schools (ACPS) from kindergarten through twelfth grade can ride a school bus if they live in an area where bus transportation is provided.

▶ **Students in kindergarten through grade eight who live 1.0 mile or less from their campus and students in grades nine through twelve who live 1.5 miles or less from their campus are designated as a walk-to-school student.** Exceptions may be granted to neighborhoods based upon specific safety issues along the expected walk path to/from the campus.



▶ **Each school has specific boundaries that decide which areas get bus service,** considering walk-to-school policies and special rules for certain programs. **Parents/guardians are responsible for making sure their children get safely to and from their designated bus stops.**



▶ **Parents/guardians of Early Childhood Special Education or Kindergarten students must meet the bus in the afternoon** since these students can only leave the bus with a **"responsible receiver."** *You can name up to three people as your child's responsible receivers.*



▶ **DASH buses are fare-free in the City of Alexandria.** That means students do not need to use an app or ID card to ride a DASH bus. They can just hop on board and get a ride to school and back home at the end of their day.



## Weather Conditions

In the case of a weather-related delay or closing, **families and staff will receive notification** via email, text and/or ParentSquare app notification.

## IMPORTANT INFORMATION ABOUT TRANSPORTATION

### GPS ParentPortal App

- The **EduLog Parent Portal** provides families with the **scheduled time and location information** for your child's bus rides to and from school.
- On a daily basis, the app will show you the **GPS location of the bus** and send you a notification when it is nearing your bus stop.
- Learn more about the **free EduLog app:**  
[www.acps.cc/transportation](http://www.acps.cc/transportation)

### Where is my child's bus stop?

- For security reasons, we no longer post bus schedules online. Instead, we send bus stop information **directly to families.**
- You can also find your child's bus stop details in their **individual record,** which is available to you in **PowerSchool.**

### Specialized Transportation

- ACPS provides transportation services to meet the needs of students as detailed in an Individualized Education Plan (IEP) or 504 Plan.
- Their bus stop might be the same for other students in the neighborhood. An alternate curb-to-curb service may be provided.

**Have a question concerning transportation?**

**Call: 703-461-4169**

# Your Student Support Team

In addition to your child's teacher there are many school professionals who are there to **partner with you to ensure your child's academic success**. Every school has a **Student Support Team**. **Learn more about this team and how they can support your family** below or visit [www.acps.cc/SST](http://www.acps.cc/SST).



## SCHOOL PRINCIPAL

**When you have questions about school policies and procedures, the principal or assistant principal can address your concerns.** The principal is also able to help when your child's teacher is unable to answer questions you have about your child's education.

My child's school principal is: \_\_\_\_\_

## Ask Me:

How do I know my child is safe at school?



## SCHOOL COUNSELOR

**School counselors help students develop the skills needed to achieve academic success, college and career readiness and social and emotional growth.** They provide **counseling services** through classroom instruction, small groups and individual sessions.

**Academic planning** is a focus for all counselors as they support the post-secondary aspirations of students.

My child's school counselor is: \_\_\_\_\_

## Ask Me:

My child is unable to keep up with their assignments. What can I do to help?



## SCHOOL SOCIAL WORKER

**The school social worker serves as a vital link among home, school and community.** If you need **school or community resources, have concerns** related to family relationships or **need behavioral support** for your child, contact your school social worker.

My child's social worker is: \_\_\_\_\_

## Ask Me:

My child seemed sad when they got home from school. What can I do?



## SCHOOL PSYCHOLOGIST

**School psychologists help children and youth succeed academically, socially, and emotionally.** They collaborate with educators, parents and other professionals to **create safe, healthy and supportive learning environments**.

My child's school psychologist is: \_\_\_\_\_

## Ask Me:

My child is struggling to read, write and spell. What can I do?



## SCHOOL NURSE

**School nurses provide direct health care services to students and staff.** They educate students about preventive ways to avoid diseases. You are welcome to discuss any health concerns about your child with the school nurse.

My child's school nurse is: \_\_\_\_\_

## Ask Me:

My child needs prescription medicine during the day. Can you help administer it at school?



## FAMILY LIAISON

**The family liaison connects families to resources that support your child's learning.** They also assist families in understanding school policies, procedures and culture. **To chaperone a field trip or participate in other volunteer opportunities**, please contact your Family Liaison.

My child's family liaison is: \_\_\_\_\_

## Ask Me:

How do I learn more about what resources are available at my child's school?

# ACPS Contact Information

**ACPS staff is here to help you.** If you have questions regarding any aspect of your child’s education, please do not hesitate to contact us.

<b>Accountability &amp; Research</b> .....	<b>703-619-8032</b>
<b>Facilities &amp; Operations</b> .....	<b>703-619-8038</b>
Nutrition Services .....	703-619-8048
Transportation Services .....	703-461-4169
<b>Financial Services</b> .....	<b>703-619-8040</b>
<b>Human Resources</b> .....	<b>703-619-8010</b>
<b>Office of the Superintendent</b> .....	<b>703-619-8001</b>
Alexandria City School Board .....	703-619-8000
<b>School and Community Relations</b> .....	<b>703-619-8003</b>
Family and Community Engagement Center (FACE) .....	703-619-8055
Grants and Partnerships .....	703-619-8162
Out of School Time Programs .....	703-619-8484
Volunteer Services .....	571-547-1697
<b>Students Services &amp; Equity</b> .....	<b>703-619-8163</b>
Alternative Programs & Equity .....	703-619-8036
Counseling Services .....	703-619-8031
Restorative Practices .....	703-619-8034
Health Services .....	703-619-8341
Homeless Liaison .....	703-298-2710
Positive Behavioral Interventions and Supports (PBIS) .....	703-619-8034
Psychology Services .....	703-619-8159
Social Work Services .....	703-619-8156
Student Transfers .....	703-619-8333
<b>Teaching, Learning &amp; Leadership</b> .....	<b>703-619-8020</b>
Adult Education .....	703-619-8027
Early Childhood .....	703-619-8353
Special Education Parent Resource Center .....	703-831-7865
Advanced Academic Services (AAS) .....	703-619-8093
Professional Learning and Federal Programs.....	703-619-8028
<b>Technology Services</b> .....	<b>703-619-8005</b>

## Schools

**Alexandria City High School  
King Street Campus**

703-824-6800

**Alexandria City High School  
Minnie Howard Campus**

703-824-6750

**Alexandria City High School  
Satellite Campus**

703-619-8400

**Alexandria City High School  
Chance for Change Academy**

703-888-1204

**Charles Barrett Elementary School**

703-824-6960

**Cora Kelly School for Math, Science  
and Technology**

703-706-4420

**Douglas MacArthur Elementary School**

703-619-8520

**Early Childhood Center**

703-578-6822

**Ferdinand T. Day Elementary School**

703-619-8430

**Francis C. Hammond Middle School**

703-461-4100

**George Mason Elementary School**

703-706-4470

**George Washington Middle School**

703-706-4500

**James K. Polk Elementary School**

703-461-4180

**Jefferson-Houston PreK-8 School**

703-706-4400

**John Adams Elementary School**

703-824-6970

**Lyles-Crouch Traditional Academy**

703-706-4430

**Mount Vernon Community School**

703-706-4460

**Naomi L. Brooks Elementary School**

703-706-4440

**Northern Virginia  
Juvenile Detention Center**

703-461-4086

**Patrick Henry K-8 School**

703-461-4170

**Samuel W. Tucker Elementary School**

703-933-6300

**William Ramsay Elementary School**

703-824-6950



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