LEMMON VALLEY ELEMENTARY SCHOOL

255 W. PATRICIAN DR, RENO, NEVADA 89506

Principal: Ms. Brynn Hall

Assistant Principal: Mrs. Caree Walker

PHONE: 775-677-5460 FAX: 775-677-5462

2025-2026 SCHOOL CALENDAR AND HANDBOOK

Lemmon Valley Elementary School
2026-2027

Daily Schedule

Gates open at 9:00am for breakfast in the Cafeteria

9:25AM Warning Bell 9:30AM Tardy Bell

Third Grade- Lunch 11:00-11:20/ Recess 11:20-11:45

First Grade- Lunch 11:15-11:35/ Recess 11:35-12:00

Second Grade- 11:45-12:05/ Recess 12:05-12:30

Fourth Grade- Lunch 12:15-12:35/ Recess 12:35-1:00

Kindergarten- Lunch 12:30-12:50/ Recess 12:50-1:15

Fifth Grade- Lunch 12:45-1:05/ Recess 1:05-1:30

3:30PM Dismissal (Gates open at 3:30PM)

Wednesday Early Out

2:45PM Dismissal (Gates open at 2:45PM)

Lemmon Valley Elementary School

"Home of the Learning Leopards"

We join together as Lemmon Valley Leopards in recognizing, encouraging and living our vision:

LVES:

Learners are

Valued and

Empowered to

Succeed

Mission

Together we will empower students to be successful by achieving their full potential as valued learners and active citizens in the community through the use of quality instruction and mindful experiences.

Lemmon Valley Elementary School Student and Family Handbook

General Disclaimer

- This document contains references and links to Board Policies and other documents pertaining to the expectations and regulations of the Washoe County School District. The District reserves the right to revise any of these documents during the school year.

Electronic Devices

- Use of Personal Electronic Device by Students: https://wcsdpolicy.net/pdf_files/administrative_regulations/5810%20Reg%20-%20Cell%20Phones%20v2%20(1).pdf
- All Electronic devices are advised to be left at home! They disrupt the educational environment. The school is not responsible for personal devices that are lost on campus. The best place to keep these devices is at home. If they must be brought to school, please keep them off and in backpacks.
- If a student must bring a cell phone or watch — it is not to be carried into classrooms during assessments, semester exams, or other testing situations. Phones and all such devices shall be in the "off" position at all times and should be stored in the student's locker or backpack while on school grounds, inside the school and during the school day. If a cell phone is visible, or a watch is being used during school hours, it will be confiscated, and a student/parent will have to claim it at the office. Ear buds are not allowed nor should be visible.
- We do understand the need for parents to be connected to their children throughout the day. If a student or parent wants to communicate during the school day, parents must call the office and students may use the school phone during non-instructional time with a staff member's permission and support.

Below is the Progressive Discipline for Electronic Devices:

- **1st Offense:** Device is taken from the student and recorded; student can pick up phone after school.
- **2nd Offense:** Device is taken from the student and recorded, and parents are called and must pick up the device from the office.
- **3rd Offense:** Device is taken from the student and recorded, and parents are called and must pick up the phone and the phone is no longer allowed on campus.

Personal Belongings/Toys

- The WCSD is not responsible for any loss, theft, or damage to any items when in the student's possession or stored/left on campus.
- Any toys or personal belongings of any value should stay at home in order to be safe.
- If a teacher needs students to bring an item for academic purposes, he/she will send home a written request with the specific date and purpose for when your child may bring that item in for classroom use only. The requested item should not be seen or used on the bus, playground, before, or after school.
- These items could be confiscated by the teacher/staff member and Items will be returned to a parent/guardian.
- Continued offenses may result in student discipline and/or loss of privileges.

Lost and Found

- A Lost and Found is located in the cafeteria.
- Please label all personal belongings such as backpacks, lunch boxes, sweatshirts, jackets, etc. so items can be returned to students.
- If items are found with no name, the item will be placed in Lost and Found. Please check the Lost and Found shelves at any time before and after school.
- Un-claimed items will be donated to a local charity at the end of each quarter, as unfortunately these shelves pile up quickly.
- Please remind your child to keep track of all personal items and build habits of placing them in backpacks after they are no longer needed.

Uniform Policy (Revised 2023)

General Policies

- Student Dress Code and Uniforms:
  - https://www.wcsdpolicy.net/pdf_files/administrative_regulations/5102_Reg-Dress_Code-v1.1.pdf
  - https://wcsdpolicy.net/pdf_files/administrative_regulations/5106%20Reg%20-%20Student%20Uniforms%20-%20Adoption%20Guidelines_School%20Site%20Policy%20V8%20(1)%20(1).pdf
- Students are expected to be well groomed and in school uniforms, apart from "No uniform" days.
- Spring Picture Day, Dollar Dress Down Day, and other special days will be considered "No uniform" days. Written and/or oral communication will inform parents of these days throughout the year.
- Uniform shirts with the Lemmon Valley ES logo can be purchased through Kate's Logos.
- Royal blue polos and T-shirts without a logo may be purchased from other local stores like, Wal-Mart.
- Navy/khaki/black/gray or blue/black denim material uniform pants, skirts, and shorts may be purchased from other local stores like, Wal-Mart.

Shirts

- Polo style shirts in royal blue color. Shirts with the Lemmon Valley logo can be ordered through Kate's Logos.
- Students may wear a royal blue polo or T-shirt without the Lemmon Valley logo on it, but it must be plain (No additional logos or "bling").
- Shirts should fit appropriately and not be more than one size larger than the student's body size.
- No logos, designs, or pictures on any shirt, sweater, or sweatshirt unless it is the Lemmon Valley logo.
- Undershirts or layering shirts in the winter may be worn.
- Shirts may not be tied or banded in the back to make them look shorter.

Sweaters/Sweatshirts

- Solid-colored royal blue sweatshirts or sweaters may be worn inside and outside the classroom but must be free of logos or pictures/designs, unless the sweater/sweatshirt has the Lemmon Valley logo purchased through our approved vendor, Kate's Logo's.
- Sweaters/sweatshirts that are a different color, have logos, pictures, and designs are permitted and may be worn outside of the classroom only (not indoors). Royal blue sweatshirts, with or without a logo, can be worn indoors as needed.

Pants

- Navy/khaki/black/gray color uniform pants and blue/black denim material.
- Jeans must be well fit. No stitching, designs, or bling on jeans.
- Leggings can be worn in khaki, blue, gray, or black solid colors. No designs or print on leggings is permitted.
- No more than one size larger than the waist. (Belt should be worn if needed.)
- No low rise, baggy, sagging, or dragging of pants

Walking Shorts or Skirts/Skorts

- Navy/khaki/black/gray or blue/black denim material color uniform shorts or skirts/skorts only. No designs or print is permitted.
- Must be fingertip length. (When hands are at your side, shorts or skirt should not be shorter than finger tips.)

Shoes

- **Playgrounds are asphalt and dirt; shoes should allow students to run and play safely outside.**
- No flip-flops or sandals without back straps**.**
- Shoes should fit appropriately.

Accessories

- **Hats and hoods are not to be worn in the school building.** Hats are permitted inside on "Hat Day".
- Hair accessories may be worn.

Dress Code Consequences

All students at Lemmon Valley Elementary School are expected to comply with the Uniform Policy. The following consequences will be followed.

1st Offense

- Student will receive a verbal reminder.
- Parents/Guardians will be contacted and asked to bring a uniform shirt and/or appropriate bottoms.

2nd & 3rd Offense

- Parents/Guardians will be contacted to discuss the Uniform Policy and problem-solve strategies to comply with the Dress Code.
- Parents/Guardians will be asked to bring an appropriate change of clothes.
- Loss of privilege.

4th **Offense**

- Parents/Guardians will receive a phone call from the Principal/Assistant Principal to discuss policy/expectations, consequences, and next steps for support to following the Uniform Policy moving forward.

Families in need of financial assistance should contact any of the following staff members to work out a plan to ensure all students are dressed appropriately for school. If assistance for washing uniforms is needed, school and families will make a plan to support with this need at the school site. Please contact the school office to talk with Principal, Assistant Principal, Dean, and Counselors for any needs.

Health Policies and Procedures

Preventing the Spread of Communicable Diseases

- Frequent hand-washing with soap and water by students and staff is the most effective way to prevent the spread of communicable diseases like Noro virus, COVID 19, Flu the common cold and sore throat.
- Always wash your hands after using the bathroom and before eating.
- It is important to cover a cough or sneeze with tissue or sleeve.
- Avoid touching your face with unwashed hands.

Here are a few tips for ensuring your child is healthy and learning-ready for school.

- A good night's sleep is essential for keeping the mind learning ready for school.
- Make sure your child has a nutritious breakfast every morning and/or students may choose to eat breakfast served at school.
- Encourage outdoor time for physical activity.
- Vaccines prevent serious diseases and help keep our entire community healthy. Take a moment to review your child's shot record and make sure he or she has all the required immunizations before school starts. The best way to prevent the flu is by getting a flu vaccine every year.
- If you have questions about the district's policies for managing the health of students, call the school and ask for the school nurse.

School Policies

- In order to help our school and our community stay as healthy as possible, please use the updated Self-Screening Tool on the website (https://www.washoeschools.net/Page/14290).
- Your child should stay home from school if she/he:
    - has an undiagnosed fever of 100.4 degrees or higher, vomiting, and/or diarrhea
    - has an undiagnosed skin rash (Students can come into the clinic for our Nurse and/or clinical aide to support.)
    - has purulent drainage from eyes, nose, or ears

For more specific information about the Washoe County School District's health procedures, contact Lemmon Valley's School Nurse at 1-775-677-5460 or call Student Health Services at 1-775-353-5966.

Attendance

The complete Attendance Policy can be found at https://www.wcsdpolicy.net/pdf_files/board_policy/5400_Policy-Student_Attendance_v5_Final.pdf

Absences

- If your child will be absent for any reason, please call the office at 1-775-677-5460 before 9:15am to report the absence for documentation in Infinite Campus. You can also send communication through the Infinite Campus Parent Portal.
- Please bring in any doctor's notes from absences to the front office.
- Students must make up any missed work from their absence. Please communicate and work with your child's teacher in order to get the work and due date of assignments.

Tardies/Leaving School Early

- If your child is tardy (late for school), please check in with the front office to get a tardy slip to bring to class. Bring in any doctor's notes, if possible.
- When possible, please notify the front office and classroom teacher if you will be picking up your child early.
- *Please bring in your Photo ID to pick up your child from school early.* Students will only be released to authorized parents/legal guardians according to Infinite Campus.
- If someone other than the parent/legal guardian registered on Infinite Campus will be picking up your child, the parent/legal guardian must complete a signed approved release form from the office.

Registration/Withdrawal

- All students entering/returning to Lemmon Valley ES (or any other school within the District), must have an updated, completed registration each school year. Registration information must be completed online through the Infinite Campus Parent Portal.
- Please contact the front office if you need help accessing your Infinite Campus Parent Portal, registering, or withdrawing your child.

Infinite Campus

- Infinite Campus is the Washoe County School District Student Information System. (https://washoenv.infinitecampus.org/campus/portal/washoe.jsp)
- Infinite Campus is accessible to staff and parents/guardians from any computer that has internet access as well as on any smart phone when you download the app.
- Laptops are available at every school site for parent/guardian use.
- The Infinite Campus Parent Portal allows you communicate with the school, as well as follow your child's growth and progress throughout the school year. When you log in, you are able to see Progress and Product scores for academics, check for missing assignments, see Progress Scores for Student Learning Behavior (SLB), and send messages to the office and staff. By checking Infinite Campus often, you will be able to check in on the growth and progress your child is making each quarter and throughout the year.
- Infinite Campus is also used for registration each school year as well as student and family contact information. Please inform the front office of any changes or updates that need to be made, especially for contact/emergency phone numbers.
- Please contact the Lemmon Valley front office at 1-775-677-5460 for help accessing Infinite Campus and the Parent Portal.

Field Trips/School Volunteers/Visitors

- Volunteer and Background Checks: https://www.wcsdpolicy.net/pdf_files/administrative_regulations/1501_Reg-Volunteers-v1.pdf
- All adults must fill out a volunteer application 3-6 weeks prior to all field trips and school volunteer work. This does include staff members who have children who attend LVES. This application must be filled out online. Applications can be found at www.washoeschools.net/Page/3688.
- Chaperones will be riding the bus to and from the location in order to assist teachers with students. Students must travel by bus to the designated location.
- Siblings may not attend field trips or attend during school hours when classes are in session. All families are encouraged to attend all family events.
- Chaperones need to pay for themselves to attend the field trip. Your student's teacher collects this money.
- All visitors **MUST** check in with the office and **MUST** present their photo ID.
- Once checked in, you will receive a visitor's badge that must be worn in a visible spot for the duration of your stay.

Family/School Communication

Lemmon Valley tries to use a variety of ways in which to communicate information and updates school-wide. Below are the main ways in which you will see communication:

- Class Dojo
  - Lemmon Valley ES uses Class Dojo school-wide as our primary way of communicating events and activities to all students and families. It is recommended that all families have access to Class Dojo by downloading the app onto your smart phone and/or checking in often on www.classdojo.com.
  - Each Teacher will have a Classroom Dojo to post information and photos, as well as send messages through their messenger system.
  - The school has a School Story page that will be used to post information and set calendar invitations for important events and reminders.
  - Families can message classroom teachers as well as administrators through the Class Dojo messenger which works similar to sending a text message.
  - Classroom teachers will be sending home information for connecting to the classroom page. Contact your child's classroom teacher if you need help getting started.
  - ***Please ensure your notifications are turned on so you are able to get the most up to date information for our school site.***
- ConnectED
  - ConnectED phone calls will be made a few times each month (sometimes weekly). These phone calls will give important reminders and updates as needed throughout the school year.
- Emails
  - Emails will also be sent each time a ConnectED phone call is made to ensure the information is getting to everyone.
  - Please do not "opt out" of these messages. If so, you will not receive updated information through phone calls or emails.
- Paper Communication
  - Please look for Classroom Newsletters, fliers, returned assignments/assessments, notes, and other paper communication in backpacks each week.
- Report Cards/Progress Reports
  - Report Cards (Progress Reports for Kindergarten) are issued at the end of each quarter (four times per year). The scores on the Report Cards will follow the scores recorded in Infinite Campus and are just another way for you to follow the academic growth and progress for your child.
  - Progress Reports may also come home as needed, but may not be needed for all students.
- Conferences
  - Parent/Guardian-Teacher Conferences will happen in October (dates are in the calendar).
  - During these dates, students will be released at 1:20pm. All families should attend these conferences in order to continue to follow the growth and progress of your child.
  - A conference can be scheduled at any point in the school year with your child's teacher. Please reach out and schedule as needed.
- Parent Teacher Home Visit Program
  - https://www.washoeschools.net/directory/family-school-partnerships/parent-teacher-home-visits
  - The WCSD Parent Teacher Home Visit Program is based on the nationally recognized and research-based program modeled from Sacramento and supported in WCSD through Title IV funding.
  - The success of Parent Teacher Home Visits relies on training school teachers and staff to develop meaningful relationships with the families of their students. These relational home visits have been shown to improve attendance, graduation rates, and student success through multiple evaluation studies. Teachers and families make stronger connections in order to support student success, and create an opportunity for better home-school communication.
  - Home Visits can be scheduled at any time throughout the school year and can be done in a variety of ways.
  - For more information on our Parent Teacher Home Visit Program, please reach out to the school at 1-775-677-5460.

Delayed Start/School Cancelation Procedures

- In the event of a delayed start or a school cancelation, the District will make the announcement through different modes of communication such as phone calls, local TV, and radio stations, the WCSD Facebook page, and the WCSD website (www.washoeschools.net). Lemmon Valley ES will also post on the School Story Page of Class Dojo.
- In the event of a delayed start, school will begin at 11:30 am and end at 3:30 pm. If the delay is called on a Wednesday, early release will be canceled, and dismissal will be 3:30 pm.
- Breakfast will not be served on a delayed start day.

Meals and Snacks

Breakfast

- All students will be offered breakfast each morning (with the exception of a delayed start) that includes a main dish, fruit, and milk.
- Breakfast will be from 9:00am-9:25am.
- This is a FREE meal that we encourage all students to take and enjoy each day.

Lunch

- All students have the option of having a FREE, "hot" lunch meal each day (including a delayed start).
- Lunch menus come out each month and are posted in the cafeteria and sent home as needed. You can also find lunch menus on the WCSD website Nutrition Services / School Menus (washoeschools.net).
- Students may choose to bring lunch from home.

Snacks/Birthdays

- Healthy choices from the District's Wellness Guide (https://www.washoeschools.net/Page/17527) can be given to students as long as the following procedures are followed:
  - Please communicate and coordinate with your child's teacher prior to bringing healthy snacks to school.
  - Lemmon Valley will observe "Food Exemption Days" at the end of every month, or for special occasions. These dates are listed each month on the calendar. "Food Exemption Days" are days in which snacks that may not be a part of the District's wellness policy can be given to students as a treat.
  - Please do not bring in treats, such as cupcakes, unless it is a "Food Exemption Day". Treats will not be permitted back to the classrooms.

Team Up

Before and After School Learning and Care

- Team Up is offered after school from 3:30pm-6:30pm for students in 1st – 5th grade.
- During Team Up, students will have a chance to gain enrichment and extra support for academics through Academic Hour.
- Students will have many different extra-curricular activities such as physical education, art, science, technology, engineering, math, English Language Arts, hear guest speakers, go on field trips, and more!
- Families must submit an application, attend the full program on a regular basis, and have positive behavior in order to participate in this program.
- For more information, please contact the front office at 1-775-677-5460.

Getting to and From School

Bus Transportation

- Transportation of Students: https://www.wcsdpolicy.net/pdf_files/administrative_regulations/7501_Reg-Transport_of_Students-v9.1_Final.pdf
- If students will be riding the bus to and from school, please ensure you have gone to the Transportation Department Page on the WCSD website to register your child for the bus. (https://www.washoeschools.net/transportation)
- Bus schedules can be found on the Transportation Department Page.
- Students must be Respectful, Responsible, and Safe on the bus at all times. It is imperative that students follow bus expectations for the safety of themself and others.
- All students at Lemmon Valley Elementary School are expected to comply with the bus expectations for transportation to and from school, as well as on field trips. If students are unable to comply with bus expectations, consequences will come based on the Progressive Discipline Plan and could result in suspension from bus transportation.

Drop Off/Pick Up

- Lemmon Valley Elementary works closely with and follows guidelines coming from the Transportation Department, as well as the School Police Department and Reno Police Department to ensure the safety of all students. Our parking lot and drop off/pick up locations have been created based on the guidelines from all departments.
- The front parking lot is for bus loading/unloading, staff parking, and visitor parking only. ***The parking lot and the front of the school are NOT drop off/pick up locations.***

- ***The best and safest way to drop off/pick up students would be through the "Kiss and Go" gated area on the far side of the school closest to Lemmon Valley Drive.*** Pull in off of Patrician Drive and move as far forward back towards Patrician Drive as you can in order to ensure everyone can enter into the area safely and in a timely manner. Students may quickly exit the vehicle, ensuring that they stay near the fence line and do not cross in front of other vehicles for safety. You may then continue around the "Kiss and Go" lot to exit safely back onto Patrician. ***Please know that this is a RIGHT TURN ONLY out of "Kiss and Go". This ensures the flow of traffic and is the safest way to exit. U-Turns are illegal in School Zones. Any turn down a neighborhood street will get you right back to Lemmon Valley Drive.***
- A second option is to park near Boys and Girls Club and walk your child to the side gate at Boys and Girls Club. Students may enter through the gate. You must park in a designated spot in the lot and be mindful of students crossing into the park area***. This lot is NOT part of Lemmon Valley Elementary and therefore NOT monitored by duty teachers. Drop off and pick up at this location is at the risk of families. Please ensure to be patient, kind, and mindful of others for both drop off and pick up times.***
- When picking up your child from Team Up, park in the parking lot, walk into the front office, and ring the doorbell to let a team member know you at the school. You will need to check out your child with the Team Up staff. Please remember to bring your ID for pick up.
- Please remember to obey all traffic laws and the traffic patterns that have been put into place at Lemmon Valley and around the community. Avoid any distractions while driving and remind your child to do the same when walking to and from school. Please stop and yield to pedestrians using the crosswalks and remember to follow the 15MPH school zone both before and after school.
- If you are in need of a handicap space in the front of the school, you may park in a spot to drop off/pick up from the front office. Otherwise, students need to be dropped off/picked up at "Kiss and Go" or the Boys and Girls Club gate.
- If you are dropping off late or picking up early, you will need to park and enter the front office to check in/out. Please remember to bring your ID if you are picking up early.
- **We are a CLOSED CAMPUS.** Families will not be able to enter/exit through gates. If you are volunteering, you are welcome to come onto school campus through the front office. Please bring your ID for check-in. https://www.wcsdpolicy.net/pdf_files/administrative_regulations/1506-Reg-Visitors-v3.pdf
- Lemmon Valley takes the safety of our students very seriously. Please help by following the safety guidelines put into place for the school.

Walking/Biking/Skating/Etc.

- Students walking to and from school need to enter through the Boys and Girls club gate.
- Bikes, scooters, skateboards, etc. are not to be ridden on school grounds.
- Bikes and scooters can be locked up at the racks near the Boys and Girls Club gate. Locks are not provided by the school so students will need to have their own.
- Skateboards can be carried into class and placed in a designated spot in the classroom. The school is not responsible for any loss, damage, or theft.
- Wheelie shoes are not permitted on campus and need to stay at home.

Emergency Procedures

Emergency Information

- For the safety of your child due to illness or accident, it is imperative that the school have your current telephone numbers for work and home. PLEASE CONTACT THE SCHOOL IMMEDIATELY SHOULD A CHANGE OCCUR.
- District policy states that those listed on emergency form cannot initiate the pick-up of your student unless parents/guardians have notified the office or classroom teacher in writing. Please inform those authorized to pick up your child, ID will be required to remove your child during school hours.
- In an emergency where students are evacuated to an off-campus site, District policy states that ONLY THE LEGAL PARENT or GUARDIAN with ID may pick up a student, regardless of what the sign-out sheet for everyday use states.
- IMPORTANT: During an evacuation or drill, at any level, no child may be signed out or taken from a teacher throughout the entire emergency procedure.

Emergency Evacuation/Shelter in Place Procedures

- The district has emergency procedures in place for staff and students which are practiced school-wide on a regular basis. There will be one drill per month including fire drills and lockdown codes per school year, and per state procedures, even in the cold weather. The best thing that can be done in an emergency is to have a plan and the knowledge that comes from practicing it before it may be needed in a true emergency.

- In the event of a true emergency, decisions will be made by the administration with the collaboration of the WCSD emergency support team and the Superintendent's office.
- In the event there is the need to board buses to transport the students to another site away from Lemmon Valley, buses would transport all to a safe location and notifications would be sent out to all families by the district. This type of evacuation would be done with the support of the WCSD School Police and the Superintendent's office. Communication will come from the Connect ED phone call system and the local media will be making announcements as to the specifics of where you should come to pick up your child/children. Please be assured that staff will stay with your child until a parent or legal guardian can come to get him/her.
- In the event of an emergency, YOU MUST SHOW PROOF OF ID to be reunited with your child.
- Once the WCSD and Lemmon Valley administration has put into play the plan for an evacuation, whether it is to the playground or to an off-site location (another school, etc.), parents/ guardians will need to go directly to the meeting spot in order to sign out their child. That may be the school office once the evacuation is over, or to an off-site location where students have been transported in the school community.
- Patience, cooperation, and support during emergency situations will help ensure plans can be put into place effectively. Please follow all school procedures and administration/staff's directions. These steps are part of the school safety plan that works within a system of emergency support from the WCSD School Police, the Reno Police Department, and the Superintendent's office.
- During a Shelter in Place Plan, everyone in the school building will stay inside. NO ONE will be allowed in or out of the school building for any reason. (During a practice drill of this nature we will put signs on the front doors of the school asking you to please remain outside until drill is complete.)
- SECURE CAMPUS: (danger MAY BE outside/on campus) All students/ staff/ volunteers/ visitors must stay in the school building and should get into a classroom/room nearby or return to the building from the school grounds. Students should stay with the adult they are with when the code yellow announcement is made or return immediately to their teacher if in the hallway or bathroom. Everyone should stay out of the hallways, off the phones, and off of email. Instruction should continue. Everyone should stay put and ignore the bell schedule until all have been cleared by the administration through an all-clear announcement or face-to-face visit by the administration or school police.
- LOCKDOWN: (Immediate Danger is outside/on campus) All students/ staff/ volunteers/ visitors must stay in the school building or return to the building from the school grounds. Everyone should stay in a classroom/room nearby when a code red announcement is made. Adults should not open the door to anyone. If teachers see a student in the hallway when the code red is called, have that student join the class as the door closes and is secured. Adults and students should get into the open room that is closest to them. All adults and students should close window shades, move away from windows and sit down on the floor together to wait for further instructions/announcements. Everyone should stay put and ignore the bell schedule until the locked space is opened by WCSD Police.
- MEDICAL EMERGENCY: (A student/adult has been injured or needs immediate medical attention and a clear path is needed to address his/her needs.) All students/ staff/ volunteers/ visitors must stay in the school building or return to the building from the school grounds. All students and staff should stay in the room they are in and continue with the instruction. No one is to enter the hallway or change rooms. Please ignore the bell schedule until everything has been cleared by the administration through an all-clear announcement, or face-to-face visit by the administration.

Important Phone Numbers and Websites

Lemmon Valley Office:	1-775-677-5460
Early Childhood Office	1-775-333-3731
Volunteer Services:	1-775-348-0346
School of Choice:	1-775-333-6099
Transportation:	1-775-337-7769
Bell Photo:	1-801-479-4624

Boys and Girls Club of Lemmon Valley:	1-775-360-2440
School Police Dispatch Non-Emergency:	1-775-348-0285
Nutrition Services:	1-775-353-5930
North Valley's Washoe County Library:	1-775-972-0281
Washoe County Social Services:	1-775-784-7301
Washoe County Health Department:	1-775-328-2400
Family Resource Center:	1-775-204-1408 ext. 1
Children's Cabinet:	1-775-856-6200
Child Find:	1-775-689-2854
Crisis Call Center	1-775-784-8090

WCSD Website	www.washoeschools.net
Lemmon Valley Website	www.washoeschools.net/lemmonvalley
Lemmon Valley Facebook Page	https://www.facebook.com/lemmonvalleyes
Class Dojo	www.classdojo.com