



**FAIRFAX COUNTY  
PUBLIC SCHOOLS**

---

**Falls Church Academy**

7521 Jaguar Trail  
Falls Church, Virginia  
22042  
(703) 207-4011

August, 2010

Dear Parent/Guardian:

Pupil transportation is a major consideration at the Falls Church Academy. Students travel here from twenty-three Fairfax County Public High Schools. Because of the distance between schools, various bell schedules, lunch periods and block scheduling, the Falls Church Academy bell schedule is different from the Falls Church High School bell schedule.

The afternoon block class at Falls Church Academy is scheduled daily from 11:40 AM – 1:05 PM. Students attending the academy from schools **other than** Falls Church High School are released at 1:05 PM, in order to travel back to their base school. Falls Church High School students attending Falls Church Academy classes may be released daily at 1:05 PM with parental permission. Students must understand that at that time they must leave the building- if permission has been granted, otherwise students should report and remain in the Falls Church High School Library until 2:05PM.

**Parents /Guardians:** Please sign and return the attached forms along with all documents requiring signature, **by Friday, September 24, 2010**, to Mrs. Copeland in the Academy office.

If you have any questions, please feel free to contact me at:  
[cheryl.allen@fcps.edu](mailto:cheryl.allen@fcps.edu), or at 703-207-4052.

Sincerely,

Cheryl Allen  
Principal  
Falls Church Academy

**FALLS CHURCH ACADEMY**  
**PERMISSION FORM**  
**2010 - 2011**

Student Name (Please Print)

**PARENTS –Sign IN ONE BOX ONLY:**

**For your student to REMAIN at Falls Church High School Library until  
2:05 PM, please sign here.**

My student must remain at Falls Church High School Library until 2:05 PM.	
_____	_____
(Date)	(Parent/Guardian Signature)

**Or**

**For your student TO LEAVE FALLS CHURCH ACADEMY AT 1:05 PM,  
Please sign here.**

My student has my permission to LEAVE Falls Church Academy at 1:05 PM daily.	
_____	_____
(Date)	(Parent/Guardian Signature)

**FALLS CHURCH ACADEMY**  
**SCHOOL YEAR 2010 - 2011**

**STUDENT PARKING PERMIT**

STUDENT'S NAME: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_

**1<sup>st</sup> VEHICLE**

VEHICLE MAKE: \_\_\_\_\_

VEHICLE TAG NUMBER: \_\_\_\_\_

VEHICLE COLOR: \_\_\_\_\_

**2<sup>Nd</sup> VEHICLE**

VEHICLE MAKE: \_\_\_\_\_

VEHICLE TAG NUMBER: \_\_\_\_\_

VEHICLE COLOR: \_\_\_\_\_

PERMIT NUMBER: \_\_\_\_\_

## **FALLS CHURCH ACADEMY PARKING INFORMATION**

- Student drivers are to park near Entrance 4 near the Academy in the East parking lot of Falls Church High School. In order to avoid ticketing and towing, **students need to have their base school or the Falls Church Academy parking permit prominently displayed on the car's rear view mirror.**

### **IMPORTANT:**

- If you have a parking permit from your base school, you still need to complete the application, and return it along with your base school permit. We will make a copy for our records, and place a Falls Church Academy sticker on.
- Driving to the Falls Church Academy is a Privilege and **NOT** a Right. Poor performance and/or attendance -this includes arriving late on a regular basis, could terminate this privilege.
- Illegally parked vehicles are subject to towing at the owner's expense.
- Any vehicle entering onto the grounds of Falls Church High School is subject to search at the discretion of school authorities. Search may be conducted without warrant for any reasonable purpose. Search of the vehicle includes all compartments and components thereof. Once notified of intent to search, the person in control of the vehicle will not be permitted to remove it from the premises until the search is completed.
- **You may not carpool with other students in your vehicle unless those students have proper permission forms on file in the Academy office.**

**FOR STUDENTS WHO TRANSPORT OTHER STUDENTS TO AND FROM FALLS CHURCH ACADEMY, BOTH PARENTS/GUARDIANS INVOLVED NEED TO SIGN THE ATTACHED FORM.**



FAIRFAX COUNTY  
PUBLIC SCHOOLS

7521 Jaguar Trail,  
Falls Church, Virginia, 22042  
(703) 207-4011

**FALLS CHURCH ACADEMY TRANSPORTATION 2010 -2011**

Student Name (Please Print)

**PARENTS –Sign IN ONE BOX ONLY:**

**For your student to ride a SHUTTLE BUS ONLY between the base school and the academy, sign here.**

My student must ride a shuttle bus.	
_____	_____
(Date)	(Parent/Guardian Signature)

or

**For your student TO DRIVE AND/OR RIDE IN ANOTHER STUDENTS CAR between the base school and the academy, sign here. (You must also fill out the student parking permit form.)**

My student has my permission to DRIVE or ride with another student between his/her base school and the Falls Church Academy to attend Academy classes. I understand the Academy driving and parking policies.	
_____	_____
(Date)	(Parent/Guardian Signature)

**PLEASE RETURN ALL COMPLETED FORMS TO THE FALLS CHURCH ACADEMY OFFICE-SUITE186 ,BY FRIDAY, SEPTEMBER 24,2010.**

THANK YOU.

**ACADEMY OFFICE**

**VERY IMPORTANT**

**PHONE NUMBER**

**703-207-4011**

**E-MAIL: [jcopeland@fcps.edu](mailto:jcopeland@fcps.edu)**

If your student is absent from class you must notify **BOTH** your **base school** AND the **Falls Church Academy** offices. If you do not notify the academy office by phone, please send a note with your student on his/her first day back or e-mail the academy office.

(This applies to Falls Church High School students also!)

***On the 5<sup>th</sup> day following an absence***

If the academy office has not received a written or verbal explanation from a parent or guardian, the absence becomes unexcused.

**FALLS CHURCH ACADEMY**  
**DELAYED OPENINGS & EARLY CLOSINGS**

Students attending the Falls Church High School Academy or FCPS students attending other Fairfax County Public School Academies should follow the guidelines below when there is a delayed opening or early closing due to inclement weather. Academy classes will always be conducted at normal times unless all FCPS are closed.

**2-Hour DELAYED OPENING:**

**AM AND MID-DAY BLOCK CLASSES**  
**SHUTTLE BUSES WILL NOT RUN**

Students who regularly drive are asked to remain at their base school. **Falls Church High School students will follow the Falls Church High School amended schedule.**

**PM BLOCK CLASSES**  
**SHUTTLE BUSES WILL RUN ON TIME**

Students riding buses should wait an extra 10-15 minutes for their shuttle since inclement weather may cause some delays.

**2-Hour EARLY CLOSING:**

**AM AND MID-DAY BLOCK CLASSES**  
**SHUTTLES WILL RUN ON TIME**

**PM BLOCK CLASSES**  
**SHUTTLE BUSES WILL NOT RUN**

Students have been given a copy of this memo; however, they may need to be reminded when inclement weather occurs.