



# BONNIE BRAE ES PARENT HANDBOOK 2023-2024

**5420 Sideburn Road    Fairfax, VA 22032**

## Welcome to Bonnie Brae Elementary School!

The Bonnie Brae staff looks forward to working together to create a positive learning environment that motivates students to learn, grow, achieve, and continue their journeys of lifelong learning in the 21st century. We are grateful to partner with you!

**Principal:** Morgan Birge  
**Assistant Principal:** Melissa Johnson  
**Assistant Principal:** Natalie Vershaw

Main Office.....(703) 321-3900  
 Attendance Line.....(703) 321-3939  
 Health Room.....(703) 321-3910  
 SACC.....(703) 321-3760

**Office Staff**  
**Admin. Assistant:** Hector Collazo  
**Registrar:** Jenny Martinez  
**Office Assistant:** Kathy Rials  
**Office Assistant:** Jessica Martell

Website: [bonniebraees.fcps.edu](http://bonniebraees.fcps.edu)

**Follow us!**

Facebook- Bonnie Brae Elementary  
 Twitter- @BonnieBraeES

## Health Information

### WHEN TO KEEP YOUR CHILD HOME

Students with the following symptoms should stay home until a doctor evaluates their symptoms and determines whether or not they are contagious: Rash, Sore Throat, Vomiting, Diarrhea, Watery and Inflamed Eyes, Fever.

The Fairfax County Department of Health recommends that children remain at home, fever-free for 24 hours after an illness, prior to returning to school.

Remember to call the Attendance Line at (703) 321-3939 to report your child’s absence. Please state your child’s symptoms such as fever, cough, sore throat, nausea, or vomiting.

### TAKING YOUR CHILD HOME

We will call you to pick up your child if he/she exhibits symptoms of illness such as: fever of 100 degrees or higher, persistent abdominal pain, vomiting, unexplained rash, diarrhea, active head lice, inflamed eyes with discharge, or persistent cough. We ask that your child be picked up as soon as possible. It is important to have all emergency numbers up to date in case we cannot reach you.

Hours of Operation	
Instructional Hours K-6 & Headstart	8:30 AM – 3:15 PM
PAC	M/W 9-12:30 T/Th/F 9-3:55
ECCB	AM 9-12:30 PM 12:30-3:55
Office Hours	8:00 AM-- 4:00 PM

# TRANSPORTATION

## **BUS RIDERS**

Bus routes and times will be available in ParentVue. Please have your child arrive at the bus stop at least five minutes before the scheduled pickup time. Bus riders should cooperate with safety patrols, obey the bus drivers, remain seated on the bus, and talk quietly. **Kindergarten students** must be met by a parent, childcare provider, or older sibling (middle school aged and beyond) and will be returned to school if a parent is not at the stop to meet them.

Here Comes the Bus App – Know when your bus is approaching your stop! Using the app is EASY! You will need the FCPS school district code 28982 and a Student Information System (SIS) Parent Account. Search “Here Comes the Bus” on the FCPS webpage.

## **Kiss & Ride**

Drop-off (8:20-8:30am) | Pick-Up (3:15 - 3:30 p.m.)

All Kiss and Ride traffic enters from the side parking lot (from Sideburn Road), slowly following the lane to the back of the school, around the parking lot loop. Be on the lookout for school staff helping direct traffic and ensure safety for all. Students will enter and exit the building from **Door 3** and staff will assist students along the way. To encourage the flow of traffic, a right turn must be made upon exit from Kiss and Ride. The entrance at the front of the school is reserved for buses only.

## **WALKERS**

Walkers should enter and exit at Door 1 (Main Entrance) or Door 5.

## **CHANGE IN TRANSPORTATION ROUTINE**

If you require a change in transportation, please make this change on the Bonnie Brae website by 1:00 pm. If this is not possible, a parent/guardian must call the school office before 2:45 p.m. If a student is visiting a friend, both students must present a note from a parent indicating this change. Students will only be released to those listed on the Emergency Care Form unless other arrangements have been provided in writing by the parent/guardian. Anyone picking up students must present a photo ID.

## **PARKING**

Parking is available in unmarked spots at the front or on the side of the school and along Sideburn Road. Please be aware that a portion of the bus lanes will be used for recess during the school day. 15 minute parking spots will be available next to the SACC room.

### **Bonnie Brae PTO**

#### **(Parent Teacher Organization)**

All parents and teachers are encouraged to become PTO members to support our students and our school. Consider volunteering on one of the PTO committees. Your support and help are always welcome. Get information at

[www.bonniebraepto.org/](http://www.bonniebraepto.org/)

### **Safety and Security**

All visitors must enter through Door 1 (Main Entrance) and immediately go to the school office. We require all **visitors** and **volunteers** to sign in and out at the school office, using a valid photo ID to receive a visitor's badge. All staff members are required to stop and direct any adult not wearing a badge to go to the office to sign in and obtain a badge. For this reason, parents should not enter the building through other doors to walk students to class, pick up students, deliver forgotten items, etc. Younger siblings, other relatives, friends of students, and students from other schools are not permitted to spend the day "visiting" in classrooms. School-age visitors (i.e. family relatives and friends) are not permitted to attend school as classroom guests or to ride the school bus, as the integrity of the instructional programs must be protected. We appreciate your assistance in ensuring a caring and safe learning environment.

### **Birthday Celebrations**

Being mindful of students' food allergies, Robinson Pyramid schools celebrate birthdays with non-edible birthday treats. Bonnie Brae teachers will provide a menu of items from which to choose to celebrate their birthdays. Please note that cupcakes/cookies will not be permitted. Thank you for understanding.