

Dear Fairfax Academy Families,

Welcome to the 2025-2026 school year! We are excited to welcome back our students and meet those of you new to our community. Our mission is to inspire and empower a diverse body of learners to explore career pathways, employing current trends, led by our faculty of industry professionals and guest professionals. Our team is here to support students as they develop leadership, creative and soft skills for success in performing and practical arts, world languages, and communications.

Fairfax Academy has a support team to assist all of our students with their various needs. In addition to our classroom educators, the Academy staff includes an Administrator, a Career Experience Specialist, a Professional School Counselor, an Administrative Assistant, and four resource teachers specializing in SPED and ESOL. Our entire team looks forward to meeting with students and parents over the coming weeks. Team members will be connecting with specific students during the first weeks of school to introduce themselves, and we will gather all students for a kick-off event the week of September 8. If your student has specific needs, please reach out to us directly; some information does not always reach us from base schools.

Being part of the Academy is a big choice and we are here to support you! If you have any questions, please feel free to contact the Academy office so we can direct your questions to the correct team member. We look forward to a fantastic year!



Andrea Cook, Academy Administrator

### IMPORTANT UPDATES FOR THIS YEAR

- **All students** will enter through Door #1. Parking spots for drivers have been relocated to the front of the building.
- All commuter students must wear their academy lanyard when entering the building.
- All students arriving by private vehicle will go through the OpenGate screening process, as well as commuter students not wearing a lanyard. All students will be screened at the beginning of the year until all schools have implemented OpenGate.
- All cell phones must be put away when students enter the building. If students are arriving during the lunch period, they will be permitted to use their phones once they reach a designated lunch area.

### IN THIS PACKET

You'll learn about:

- Transportation tips
- Academy attendance procedures
- Lunch information
- Lanyards & ID cards

The fun stuff:


- Academy Ambassadors
- Academy swag
- Industry & career focused events
- Academy events for your calendar




Academy To-Dos:

- Parking permits & carpool
- Health information
- Sign up for newsletters


### WHERE TO FIND US

 Academy Office: 703-219-2226 (Monday-Friday, 7:30am-3:30pm)

 @FairfaxAcademy

 Academy Attendance Line: 703-219-4060 (24/7)  
 Attendance email: FairfaxAcademy.Attendance@fcps.edu  
 OR report attendance on ParentVUE

 @fairfaxacademy\_fcps

 Andrea Cook, Academy Administrator: amcook@fcps.edu | Academy Office: FHS E119  
 Sarah Tarvid, Academy AA: starvide@fcps.edu | Luke Donald, Academy Counselor: ladonald1@fcps.edu  
 Amy Hard, Career Experience Specialist: amhard@fcps.edu

### FAIRFAX ACADEMY FOR COMMUNICATIONS & THE ARTS

3501 Lion Run ▪ Fairfax, VA 22030 ▪ Office (FHS E119): (703) 219-2226  
 American Sign Language | Arabic | Chinese | Korean | Dance | Fashion Careers | Game Design | Music & Computer Technology  
 Musical Theatre & Actors Studio | Professional Photography Studio | TV & Media Production

# FOR YOUR CALENDAR

## ACADEMY OPEN HOUSE

**Thursday, August 14 | 2:00-5:00 p.m.**

Visit your classroom & get ready for the new school year!

Teachers will be in classrooms 2:00-4:00

Enter through Door 1



## PARKING PASS SALES

During Open House (Thursday, August 14)

During the first week of school

Or by appointment - call the Academy office

In E119

## ACADEMY BACK TO SCHOOL NIGHT

**Thursday, September 4**

5:00-6:00 p.m. Commuter student families

6:30 p.m. - 8 p.m. Fairfax HS families

Meet your student's teacher & the Academy team, learn about class curriculum & goals for the year, & ask your questions!

Enter through Door 1

## TIPS FOR SUCCESS

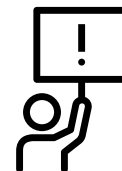
*The Academy team is here to support you. Here are some tips we know will help you make the most of your Academy experience.*

- Come to class on time, work to the best of your abilities, and approach your Academy class as an academic priority.
- Attendance affects your success. Come to class every day; and if you need to be absent, make sure your attendance is updated. Touch base with your teacher when you're absent to find out what work needs to be made up.
- Use a reminder on your computer to get to your shuttle on time. Talk to your base school teacher about your Academy class to coordinate your departures and arrivals. This small adjustment will quickly become an easy routine.
- Communicate! Don't hesitate - ask your questions when they arise. Talk to your teacher, send us an email (contact info is on the front of this page), or visit the Academy office in FHS E119 - we are here to help.

## NEED TO KNOW: ACADEMY ATTENDANCE PROCEDURES

*Fairfax Academy follows FCPS attendance policies; there are some procedures that are specific to Academy. Your base school does not communicate attendance information directly to Fairfax Academy. Here's how to make sure your student's Academy attendance is correct.*

- Submit **all day absences** through ParentVue OR on the Attendance line at 703-219-4060
- Submit **partial day absences** on the Attendance line at 703-219-4060
- Phone reports must come from a parent or guardian, from a parent phone number listed in SIS.
- Report absences on the day of the absence, but no more than two school days after the absence.
- Correct absence errors by calling the Attendance line or emailing [FairfaxAcademy.Attendance@fcps.edu](mailto:FairfaxAcademy.Attendance@fcps.edu)



*Arriving late for your class?* Come to E119 for a pass to class. Bring a signed and dated note from a parent to excuse tardies.

*Need your student to check out early?* Parents must send a signed and dated note; students bring the note to E119 upon arrival. Parents may also call the Academy office at (703) 219-2226 and speak to a staff member to authorize early dismissal. Students may not leave Fairfax Academy early until we have received parent permission and the student has completed check-out in E119.

## STUDENT HEALTH INFORMATION

*Does your student have specific health needs we should be aware of while they are at Fairfax?* Your base school clinic does not share this information with Academy. This information is needed to inform us of health needs that may impact your child's school day. Please email a copy of your FCPS Health Form to [starvide@fcps.edu](mailto:starvide@fcps.edu) or contact us directly to share this essential information.

## IEP/504 INFORMATION

Contact Academy counselor, Luke Donald, at [ladonald1@fcps.edu](mailto:ladonald1@fcps.edu) or call his office at (703) 219-2384 with questions about your student's IEP/504 or other needs. We're here to support!

# GETTING TO FAIRFAX ACADEMY

Students must select their transportation method at the beginning of the year. FCPS policy states that students cannot ride the bus on some days and drive a car on other days. You are strongly encouraged to ride a shuttle bus if one is available to you.



**SHUTTLE BUSES** will arrive at and leave from **DOOR 1** at Fairfax High School. Contact your base school counselor to determine the location of the shuttle bus pickup and dropoff at your base school. Important: Be at the bus stop 5 minutes before the scheduled time - buses run on a tight schedule and they leave promptly!

**DRIVERS** must obtain a Fairfax Academy parking tag (in addition to your base school tag, if you have one) and park in Academy marked spaces near the front of Fairfax HS. Drivers will also enter at **Door 1**. The cost is \$67; the fee is waived if you have purchased a parking tag at your base school, but you still need an Academy hang tag. Complete a transportation form (on our website or available in E119) and bring it to the office. *Want to carpool with another student?* Both students need to file a transportation form for documentation. ***If you're driving to Academy, you must park in an Academy spot with an Academy parking pass. You may not park in FHS staff, visitor, or student parking spots. Parking in violation of parking regulations may impact your ability to obtain an Academy parking permit.***



## Absences/Tardies Due to Transportation

Absence due to a missed shuttle is an unexcused absence. When this happens, go to your base school attendance office or main office so that your school staff can contact the Academy office. This lets us know that you are safe and accounted for.

## When You Need Help With Transportation

Shuttles typically run on very reliable schedules. However, if your shuttle is late (at your base school or at Fairfax Academy), go to the main office or attendance office so staff can contact Transportation for help. Have one person from your school wait at the bus stop, if possible, while another student reports the late shuttle.

## FOR MIDDAY STUDENTS: LUNCH

Students in a Fairfax Academy midday class (5th or 6th period) should be aware that the shuttle departure does not typically leave time for lunch at the base school. Bring lunch with you or purchase it in the Fairfax HS cafeteria when you arrive. Your student account will be available at both schools. Fairfax HS students in midday/double-blocked classes will go to A lunch before coming to their Academy class. Students in PM classes need to eat lunch before arriving at Academy.

## ACADEMY SWAG



We know you love a great T-shirt. We'll host an Academy swag store periodically throughout the school year. You can order a t-shirt, a hoodie, or some other Academy stuff - watch your newsletters for an order link!

## ACADEMY LANYARDS

Academy students will be required to wear an ID on a lanyard while on the Fairfax HS campus. Lanyards identify Academy students while they are on the Fairfax HS campus. **Lanyards are mandatory and are for student safety.** You must wear your lanyard at all times while you are at Fairfax Academy. If lost, the replacement cost of a lanyard and ID is \$5. Come see us in E119 for help with lanyards.

## HOW WE COMMUNICATE WITH YOU



Fairfax Academy sends out a biweekly email with news, updates, upcoming events, and other information. It contains information you need! Please review your contact information to be sure that you receive those messages.

Find the link to sign up or update your account by visiting [www.fcps.edu](http://www.fcps.edu) and clicking on "Sign Up for Newsletters".

# ACADEMY AMBASSADORS

Academy Ambassadors offers leadership training and collaborative opportunities to support and promote Academy events, student work, and community. If you want to jump in to lead and plan Academy events, activities, and other fun things throughout the year, please submit the Interest Form via your school Google account using the QR code. Former Ambassadors are strongly encouraged to continue and must also fill out the form.



Contact Ms. Hard at [amhard@fcps.edu](mailto:amhard@fcps.edu) for more info.

## NEED TO KNOW: ACADEMY SCHEDULE & INCLEMENT WEATHER

### Delayed Openings & Early Releases

*On a 2-hour delayed opening...*

- AM and Mid-Day shuttles will not run. Drivers should remain at their base schools AM and Mid-Day.
- PM classes will be held as normal and shuttles will run on time.
- Fairfax HS students will follow the Fairfax HS altered bell schedule.
- You do not need to report absences for AM and Mid-Day classes for delayed opening days.



*When FCPS releases 2 hours early (for weather and on scheduled Early Release days)...*

- AM classes will be held as normal.
- Mid-Day, MD/PM double block, and PM shuttles will not run. Drivers should remain at their base schools.
- You do not need to report absences for Mid-Day, MD/PM, and PM classes on early release days.



*Sometimes testing, pep rallies, and other events change the schedule at base schools. The schedule at Fairfax Academy does not change (shuttles run on their normal schedule too). Academies are not informed of base school activities and schedule changes. If a student is absent for a school activity, a parent should report a partial day absence by calling the attendance line at 703-219-4060 or by emailing [FairfaxAcademy.Attendance@fcps.edu](mailto:FairfaxAcademy.Attendance@fcps.edu)*

## ACADEMY EVENT HIGHLIGHTS

SEPTEMBER 2025 | Academy Kickoff

NOVEMBER 2025 | Career Expo Days

FEBRUARY 2026 | Academy MTAS Winter Musical: "How To Succeed in Business Without Really Trying"

FEBRUARY 2026 | Dance Benefit Concert

MARCH 2026 | Music & Computer Technology Presents: MCT Fest

MAY 2026 | Fashion Careers Presents: Fashion in Motion

MAY 2026 | Academy Dance Showcase

MAY 2026 | MTAS Signature Showcase

MAY 2025 | Academy Awards

## VOLUNTEER OPPORTUNITY

Parents/Guardians: DO YOU HAVE A CAREER IN THE ARTS and/or KOREAN, ARABIC, ASL, CHINESE Language/Culture?

Please email Career Experience Specialist, Ms. Hard at [amhard@fcps.edu](mailto:amhard@fcps.edu) if you are interested in sharing your career path with our students as a guest artist, mentor, speaker, or connection!