**Parent Checklist to Prepare for the First day of School on August 24th**

* Ensure each student in your household has a device (laptop or desktop) to use for learning
	+ If yes, no further steps are needed
	+ If no, complete the request form so the school can provide a loaner device to your child/ren (if you need a hot spot, too, it can go on the same request form)
		- [*LPS Request Form*](https://docs.google.com/forms/d/e/1FAIpQLSeyZqzBMYkl7a5r3mLGA-W7ACPXKkIq7XB0jTOZ-2P2OD3lkg/viewform)
		- [*LMS Request Form*](https://docs.google.com/forms/d/e/1FAIpQLSePQYVMxusJGCJrKiUi9rZ8aSOwqAH1aH7gqz0_iiIAxRQibg/viewform)
		- [*LHS request Form*](https://docs.google.com/forms/d/e/1FAIpQLSe6xM-8PniDk7Qa3mAsyFXryExP8Tqp1L9wJzd7n8uT4DIEVw/viewform)
* Ensure your child/ren in your household have a way to access internet
	+ If your child/ren have internet access, no further steps are needed
	+ If internet is not available, complete the request form so the school can provide a loaner hot spot to your child/ren (if you need a device, too, it can go on the same request form)
		- [*LPS Request Form*](https://docs.google.com/forms/d/e/1FAIpQLSeyZqzBMYkl7a5r3mLGA-W7ACPXKkIq7XB0jTOZ-2P2OD3lkg/viewform)
		- [*LMS Request Form*](https://docs.google.com/forms/d/e/1FAIpQLSePQYVMxusJGCJrKiUi9rZ8aSOwqAH1aH7gqz0_iiIAxRQibg/viewform)
		- [*LHS request Form*](https://docs.google.com/forms/d/e/1FAIpQLSe6xM-8PniDk7Qa3mAsyFXryExP8Tqp1L9wJzd7n8uT4DIEVw/viewform)
* Ensure you have a parent email address and that it is updated in Powerschool. It will also provide an additional outlet to receive school to home communication. If you should need assistance setting a parent email up, please contact your school’s front office and we will be happy to help you. 804.462.5100
* Ensure you have logged on to Powerschool parent portal and updated information for each student in your household. [Parent message & links.](https://www.lcs.k12.va.us/article/268529) This is in place of the previous registration process. You will also sign your yearly forms during this process. It is extremely important that the school has your most current contact information so you receive messages. We have made updates so that allow you to specify contact information so that we may communicate more efficiently with our families. You can link your children together for easy access, check in on grades and update any of your information at any time of the year. Please be sure to complete this step as soon as possible. If you have not logged in previously or have forgotten your login info, please contact your home school and they will provide this information to you. The link for the Powerschool parent portal is <https://lancasterps.powerschool.com/public/home.html>
	+ LPS - Calvinette Betts - 804.462.5100 ext. 3045
	+ LMS - Brenda Pittman - 804.462.5100 ext. 2010
	+ LHS - Gail Palmer - 804.462.0025 ext. 4013
* Complete the ‘Learning Choice Intent Form’ for your child/ren by August 18th. (Will be posted to the LCPS website by August 12th)
	+ We will need this form completed for each LCPS student so that we may plan for transportation and safety when students are permitted to return in-person.
	+ This should be posted on the website within the next week. Although the year will be starting with all distant learning, we plan to bring students back when possible upon re-evaluation. When this time arrives, you will have the choice for your child to remain a distance learner.
* Review the LCPS [‘Returning to Learning Plan’](https://docs.google.com/presentation/d/16_3pVtsKVCf-ShY0Jzb3aq72MZg5p9kGLZuFNRU-7Mo/edit?usp=sharing) found on the website
* Get familiar with the ‘Student and Parent Resource’ page on our website so that you are familiar with resources available and able to access updates. Suggestion: save this as a favorite so it is easily accessible
* Mark your calendar for your child’s ‘VIRTUAL OPEN HOUSE’ times. These will be emailed, mailed and posted to our website in the very near future. We are hoping all of our parents can attend. We will offer multiple times for each to allow for varying parent work schedules.