Subject:	**Community Use of School Facilities as Polling Places for the August 4, 2026, Democratic and Republican Party Primary Elections**
Effective:	July 21, 2026
Expires:	August 12, 2026
Affects:	166 FCPS facilities (listed on later pages)

This notice provides essential guidance for all FCPS school facilities designated as polling places for the upcoming election on **Tuesday, August 4, 2026.** Please review the following requirements and responsibilities carefully to ensure full compliance.

Regulation 8422: Community Use of School Facilities as Polling Places

Responsibilities for the use of school facilities as polling places are outlined in the current version of *Regulation 8422, Community Use of School Facilities as Polling Places*. Review that regulation carefully, especially the sections regarding the display of flags and required hours of access for election officials.

Polling place survey

A polling place survey will be emailed to your point of contact approximately **six to eight weeks before Election Day**. This survey is used to coordinate delivery of voting equipment and timing of facility access for setup on the Monday before Election Day. Ensure the survey is completed and submitted by the specified deadline.

Voting equipment delivery and pickup

- **Delivery window**: between Tuesday, July 21 and Wednesday, July 29
- **Pickup window**: between Wednesday, August 5 and Friday, August 12

Election cages containing voting equipment will be delivered to each school one to two weeks before Election Day.

Office of Elections staff will visit each location the week before Election Day to verify that the correct equipment has been delivered. A custodian or other staff member in each facility should direct the Office of Elections staff to the location(s) of the equipment within each facility.

Prohibited activities within 40 feet of polling place entrance

In accordance with Virginia Code § 24.2-604, no campaigning, bake sales, fundraising, or other solicitation may take place within 40 feet of the polling place entrance.

Voting room, tables, and chairs

School will not be in session on Election Day. The voting room must be in the gym, cafeteria, or other room that provides at least 1,500 square feet of unobstructed space. If desired, Office of Elections staff are available to assess the voting room prior to Election Day. To request an onsite inspection, please contact Beth Dixon Methfessel, 571-363-0225.

The voting room must include:

- A minimum of 8 tables. Please note that tables with attached chairs are not permitted.
- A minimum of 16 separate, movable, adult-sized chairs.

If additional equipment is needed, submit a request to the Logistics Center for more tables or chairs no later than **Monday, July 20** (ten business days before Election Day)**.**

Entry access and door procedures

Voters cannot be required to sign in at the main office. If your school has a door access system:

- Deprogram the voter entrance doors for the day, OR
- Assign a staff member to monitor the door and ensure voters can enter without delay

Parking & accessibility

All polling places must be fully ADA-compliant, including clear and accessible entry to the building from the designated accessible voter parking spaces.

- Do **NOT** allow school buses to park near any entrance designated for voter access.
- Election officers will post signs to reserve accessible parking spaces for voters.
- Refer to the attached chart for the required number of voter-reserved parking spaces.

Election day requirements – Tuesday, August 4, 2026

The building must be open by 5:00 a.m. Each school is authorized for two hours of custodial overtime. In addition:

- Ensure all lighting (interior and exterior) is functional.
- Adjust exterior lighting for 5:00 a.m. election worker arrival and 10:00 p.m. departure.
- Ensure climate control is active in the voting area from 5:00 a.m. until 10:00 p.m.
- Do not schedule fire drills on Election Day.

Legal Reference: Code of Virginia § 24.2-604
See also: Regulation 8422, Community Use of School Facilities as Polling Places

FCPS FACILITIES USED AS ELECTION DAY POLLING PLACES
August 4, 2026, Democratic and Republican Party Primary Elections

School type	Building	Precincts	Voter Parking Spots Needed
Elementary school	Aldrin Elementary School	2	10
Elementary school	Annandale Terrace Elementary School	1	5
Elementary school	Armstrong Elementary School	2	10
Elementary school	Bailey's Elementary School	2	10
Elementary school	Beech Tree Elementary School	1	5
Elementary school	Belle View Elementary School	1	5
Elementary school	Belvedere Elementary School	1	5
Elementary school	Bonnie Brae Elementary School	1	5
Elementary school	Braddock Elementary School	1	5
Elementary school	Bren Mar Park Elementary School	1	5
Elementary school	Brookfield Elementary School	1	5
Elementary school	Bull Run Elementary School	2	10
Elementary school	Bush Hill Elementary School	1	5
Elementary school	Camelot Elementary School	1	5
Elementary school	Cameron Elementary School	1	5
Elementary school	Canterbury Woods Elementary School	1	5
Elementary school	Cardinal Forest Elementary School	1	5
Elementary school	Centre Ridge Elementary School	1	5
Elementary school	Centreville Elementary School	1	5
Elementary school	Cherry Run Elementary School	1	5
Elementary school	Chesterbrook Elementary School	2	10
Elementary school	Churchill Road Elementary School	1	5
Elementary school	Clearview Elementary School	1	5
Elementary school	Clermont Elementary School	1	5
Elementary school	Coates Elementary School	1	5
Elementary school	Colvin Run Elementary School	1	5
Elementary school	Crestwood Elementary School	1	5
Elementary school	Crossfield Elementary School	1	5
Elementary school	Cub Run Elementary School	1	5
Elementary school	Cunningham Park Elementary School	1	5
Elementary school	Deer Park Elementary School	1	5
Elementary school	Dogwood Elementary School	1	5
Elementary school	Eagle View Elementary School	2	10
Elementary school	Fairfax Villa Elementary School	1	5

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School type	Building	Precincts	Voter Parking Spots Needed
Elementary school	Fairhill Elementary School	1	5
Elementary school	Fairview Elementary School	1	5
Elementary school	Flint Hill Elementary School	2	10
Elementary school	Floris Elementary School	1	5
Elementary school	Forest Edge Elementary School	1	5
Elementary school	Forestdale Elementary School	1	5
Elementary school	Forestville Elementary School	1	5
Elementary school	Fort Hunt Elementary School	1	5
Elementary school	Fox Mill Elementary School	2	10
Elementary school	Franklin Sherman Elementary School	1	5
Elementary school	Freedom Hill Elementary School	1	5
Elementary school	Garfield Elementary School	1	5
Elementary school	Glen Forest Elementary School	1	5
Elementary school	Graham Road Elementary School	1	5
Elementary school	Great Falls Elementary School	1	5
Elementary school	Greenbriar East Elementary School	1	5
Elementary school	Greenbriar West Elementary School	1	5
Elementary school	Groveton Elementary School	1	5
Elementary school	Gunston Elementary School	1	5
Elementary school	Halley Elementary School	2	10
Elementary school	Haycock Elementary School	1	5
Elementary school	Hayfield Elementary School	1	5
Elementary school	Herndon Elementary School	1	5
Elementary school	Hollin Meadows Elementary School	1	5
Elementary school	Hunt Valley Elementary School	1	5
Elementary school	Hunters Woods Elementary School	1	5
Elementary school	Hutchison Elementary School	1	5
Elementary school	Hybla Valley Elementary School	1	5
Elementary school	Island Creek Elementary School	1	5
Elementary school	Keene Mill Elementary School	1	5
Elementary school	Kent Gardens Elementary School	1	5
Elementary school	Kings Park Elementary School	1	5
Elementary school	Lake Anne Elementary School	1	5
Elementary school	Lane Elementary School	1	5

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School type	Building	Precincts	Voter Parking Spots Needed
Elementary school	Laurel Hill Elementary School	2	10
Elementary school	Laurel Ridge Elementary School	1	5
Elementary school	Lees Corner Elementary School	1	5
Elementary school	Lemon Road Elementary School	1	5
Elementary school	Little Run Elementary School	1	5
Elementary school	London Towne Elementary School	1	5
Elementary school	Lorton Station Elementary School	2	10
Elementary school	Lynbrook Elementary School	2	10
Elementary school	Mantua Elementary School	1	5
Elementary school	Marshall Road Elementary School	1	5
Elementary school	Mason Crest Elementary School	1	5
Elementary school	McNair Elementary School	1	5
Elementary school	Mosaic Elementary School	2	10
Elementary school	Mount Eagle Elementary School	1	5
Elementary school	Mt. Vernon Woods Elementary School	2	10
Elementary school	Navy Elementary School	1	5
Elementary school	Newington Forest Elementary School	2	10
Elementary school	North Springfield Elementary School	1	5
Elementary school	Oak Hill Elementary School	1	5
Elementary school	Oak View Elementary School	2	10
Elementary school	Olde Creek Elementary School	1	5
Elementary school	Orange Hunt Elementary School	1	5
Elementary school	Parklawn Elementary School	1	5
Elementary school	Pine Spring Elementary School	1	5
Elementary school	Poplar Tree Elementary School	1	5
Elementary school	Powell Elementary School	1	5
Elementary school	Ravensworth Elementary School	1	5
Elementary school	Riverside Elementary School	1	5
Elementary school	Rolling Valley Elementary School	1	5
Elementary school	Rose Hill Elementary School	1	5
Elementary school	Sangster Elementary School	1	5
Elementary school	Saratoga Elementary School	2	10
Elementary school	Shrevewood Elementary School	1	5
Elementary school	Silverbrook Elementary School	1	5

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School type	Building	Precincts	Voter Parking Spots Needed
Elementary school	Sleepy Hollow Elementary School	1	5
Elementary school	Spring Hill Elementary School	1	5
Elementary school	Stratford Landing Elementary School	1	5
Elementary school	Sunrise Valley Elementary School	2	10
Elementary school	Terra Centre Elementary School	1	5
Elementary school	Timber Lane Elementary School	1	5
Elementary school	Virginia Run Elementary School	1	5
Elementary school	Wakefield Forest Elementary School	1	5
Elementary school	Waples Mill Elementary School	1	5
Elementary school	Washington Mill Elementary School	1	5
Elementary school	Waynewood Elementary School	1	5
Elementary school	West Springfield Elementary School	1	5
Elementary school	Westbriar Elementary School	2	10
Elementary school	Westgate Elementary School	1	5
Elementary school	Westlawn Elementary School	1	5
Elementary school	White Oaks Elementary School	1	5
Elementary school	Willow Springs Elementary School	2	10
Elementary school	Wolftrap Elementary School	1	5
Elementary school	Woodburn Elementary School	1	5
Elementary school	Woodley Hills Elementary School	1	5
Middle school	Cooper Middle School	1	5
Middle school	Franklin Middle School	2	10
Middle school	Herndon Middle School	1	5
Middle school	Holmes Middle School	1	5
Middle school	Hughes Middle School	1	5
Middle school	Irving Middle School	1	5
Middle school	Key Middle School	1	5
Middle school	Kilmer Middle School	1	5
Middle school	Liberty Middle School	1	5
Middle school	Longfellow Middle School	1	5
Middle school	Luther Jackson Middle School	2	10
Middle school	Poe Middle School	1	5
Middle school	Rachel Carson Middle School	1	5
Middle school	Rocky Run Middle School	1	5

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School type	Building	Precincts	Voter Parking Spots Needed
Middle school	Stone Middle School	1	5
Middle school	Thoreau Middle School	1	5
Middle school	Whitman Middle School	1	5
Secondary school	Hayfield Secondary School	2	10
Secondary school	Lake Braddock Secondary School	2	10
Secondary school	Robinson Secondary School	1	5
High school	Centreville High School	2	10
High school	Chantilly High School	1	5
High school	Edison High School	2	10
High school	Herndon High School	1	5
High school	Justice High School	1	5
High school	Langley High School	2	10
High school	Lewis High School	1	5
High school	Madison High School	2	10
High school	Marshall High School	1	5
High school	McLean High School	1	5
High school	Mountain View High School	1	5
High school	Oakton High School	1	5
High school	South County High School	1	5
High school	South Lakes High School	1	5
High school	Thomas Jefferson High School	1	5
High school	West Potomac High School	1	5
High school	West Springfield High School	2	10
High school	Woodson High School	2	10
Other	Alan Leis Center at Walnut Hill	1	5
Other	Bryant Center	1	5
Other	Cedar Lane School	1	5
Other	Gatehouse Administration Center	1	5
Other	Nancy F. Sprague Technology Center	1	5
Other	Pimmit Hills Center	1	5