

FACILITIES

Leasing and Community Use of Facilities

Community Use of School Facilities as Polling Places for the November 5, 2024, General and Special Elections

I. PURPOSE

To provide a list of the 167 school facilities that have been made available to the Fairfax County Electoral Board as polling places for the **November 5, 2024, General and Special Elections** and to supply related information.

This notice is effective until Tuesday, November 12, 2024.

II. RESPONSIBILITIES

Responsibilities associated with the use of school facilities as polling places are set forth in the current version of Regulation 8422, Community Use of School Facilities as Polling Places. Attention is called to the paragraphs pertaining to requirements for the display of flags and times the facilities are open to election officials.

A polling place survey will be sent to your point of contact approximately 6 weeks prior to the election. The information collected ensures the coordination of the delivery of the voting equipment as well as the timing of access to your facility for set-up on the Monday before Election Day. Please ensure that the survey is returned by the specified deadline.

Polling facilities for all elections must comply with the Americans with Disabilities Act (ADA) including admittance from the accessible entrance to the building. If necessary, election officers will put up signs to reserve parking spaces for voters requiring accessibility near that entrance. Additionally, please ensure that no school buses are parked near an entrance designated as ingress to the polling place as state law prohibits anything that may impede voter access.

Parking spaces are to be reserved for voters. Please reference the attachment for the number of reserved parking spaces required for your facility.

Polling activities should be in either the gym or cafeteria, or in a space that provides at least 1500 square feet of unobstructed space. To accommodate multiple pieces of electronic voting equipment, tables with separate, movable, adult-sized chairs designated for ballot distribution and ballot marking, election staff, voters with disabilities and older voters must be provided. **If your facility does not have an**

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adequate number of tables and chairs, these items should be ordered from the Logistics Center.

Voters do not need to sign in at the main office. If your school has a door access system, please deprogram the door(s) used by the voters. If you do not want to disable the door(s) on Election Day, you must post someone near the door(s) to allow voters to enter without impediment. A school should not plan a fire drill on any Election Day.

Virginia Election Law 24.2-604 banning campaigning within 40 feet of any entrance to the polling place applies to soliciting for charitable causes as well.

The Fairfax County Office of Elections has been advised that warehouse personnel will move the election cart (58"H, 61"W, 32.5"D) from the warehouse to the schools beginning the week of Tuesday, October 22 through Wednesday, October 30, 2024. Voting equipment will be picked up for storage beginning Wednesday, November 6, 2024. Custodians should be advised that Office of Elections personnel will visit each location on Monday, November 4, 2024, to verify that the correct equipment has been delivered. On Tuesday, November 5, schools must be opened at 5:00 a.m. Each polling location listed on the attachment is authorized for two hours custodial overtime.

Daylight Savings Time ends on Sunday, November 3. On Election Day, please ensure that the timing of all exterior lighting is adjusted and turned on to accommodate the arrival of election workers at 5:00 a.m. All lights must be functioning properly. Additionally, please ensure that climate control is set to work in the assigned voting areas from 5:00 a.m. until 10:00 p.m. on Tuesday, November 5, 2024.

It is requested that a custodian in each school facility be advised on this subject and be prepared to direct the Office of Elections staff to the location(s) of the equipment within each facility.

Legal Reference: Virginia Election Law § 24.2-604

See also the current version of: Regulation 8422, Community Use of School Facilities as Polling Places

**Attachment
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**FAIRFAX COUNTY SCHOOL FACILITIES USED AS POLLING PLACES
November 5, 2024, General and Special Elections**

<u>Elementary Schools (123)</u>	<u>Spaces</u>	<u>Elementary Schools (continued)</u>	<u>Spaces</u>
Aldrin (2 precincts)	30	Franklin Sherman	20
Annandale Terrace	20	Freedom Hill	20
Armstrong (2 precincts)	30	Garfield	20
Bailey's	20	Glen Forest	20
Beech Tree	20	Graham Road	20
Belle View	20	Great Falls	20
Belvedere	20	Greenbriar East	20
Bonnie Brae	20	Greenbriar West	20
Braddock	20	Groveton	20
Bren Mar Park	20	Gunston	20
Brookfield	20	Halley (2 precincts)	30
Bull Run (2 precincts)	30	Haycock	20
Bush Hill	20	Hayfield	20
Camelot	20	Herndon	20
Cameron	20	Hollin Meadows	20
Canterbury Woods	20	Hunt Valley	20
Cardinal Forest	20	Hunters Woods	20
Cedar Lane	20	Hutchison	20
Centre Ridge	20	Hybla Valley	20
Centreville	20	Island Creek	20
Cherry Run	20	Keene Mill	20
Chesterbrook (2 precincts)	30	Kent Gardens	20
Churchill Road	20	Kings Park	20
Clearview	20	Lake Anne	20
Clermont	20	Lane	20
Coates	20	Laurel Hill (2 precincts)	30
Colvin Run	20	Laurel Ridge	20
Crestwood	20	Lees Corner	20
Crossfield	20	Lemon Road	20
Cub Run	20	Little Run	20
Cunningham Park	20	London Towne	20
Deer Park	20	Lorton Station (2 precincts)	30
Dogwood	20	Lynbrook (2 precincts)	30
Eagle View (2 precincts)	30	Mantua	20
Fairfax Villa	20	Marshall Road	20
Fairhill	20	Mason Crest	20
Fairview	20	McNair	20
Flint Hill (2 precincts)	30	Mosaic	20
Floris	20	Mount Eagle	20
Forest Edge	20	Mount Vernon Woods (2 precincts)	30
Forestdale	20	Navy	20
Forestville	20	Newington Forest (2 precincts)	30
Fort Hunt	20	North Springfield	20
Fox Mill (2 precincts)	30	Oak Hill	20

FAIRFAX COUNTY SCHOOL FACILITIES USED AS POLLING PLACES
November 5, 2024, General and Special Elections

<u>Elementary Schools (continued)</u>		<u>Middle Schools (continued)</u>	
Oak View (2 precincts)	30	Liberty	20
Olde Creek	20	Longfellow	20
Orange Hunt	20	Luther Jackson (2 precincts)	30
Parklawn	20	Poe	20
Pine Spring	20	Rocky Run	20
Poplar Tree	20	Stone	20
Powell	20	Thoreau	20
Ravensworth	20	Whitman	20
Riverside	20		
Rolling Valley	20		
Rose Hill	20	<u>Secondary Schools (3)</u>	
Sangster	20	Hayfield (2 precincts)	30
Saratoga (2 precincts)	30	Lake Braddock (2 precincts)	30
Shreveview	20	Robinson	20
Silverbrook	20		
Sleepy Hollow	20	<u>High Schools (17)</u>	
Spring Hill	20	Centreville (2 precincts)	30
Stratford Landing	20	Chantilly	20
Sunrise Valley (2 precincts)	30	Edison (2 precincts)	30
Terra Centre	20	Herndon	20
Timber Lane	20	Justice	20
Virginia Run	20	Langlely (2 precincts)	30
Wakefield Forest	20	Lewis	20
Waples Mill	20	Madison (2 precincts)	30
Washington Mill	20	Marshall	20
Waynewood	20	McLean	20
Westbriar (2 precincts)	30	Oakton	20
Westgate	20	South County	20
Westlawn	20	South Lakes	20
West Springfield	20	Thomas Jefferson High School for Science and Technology	20
White Oaks	20	West Potomac	20
Willow Springs (2 precincts)	30	West Springfield (2 precincts)	30
Wolftrap	20	Woodson (2 precincts)	30
Woodburn (2 precincts)	30		
Woodley Hills	20		
		<u>Other School Facilities (7)</u>	
<u>Middle Schools (17)</u>		Bryant Alternative High School	20
Rachel Carson	20	Leis Instructional Center	20
Cooper	20	Mountain View High School	20
Franklin (2 precincts)	30	Pimmit Hills Center	20
Herndon	20	Sprague Technology Center	20
Holmes	20	Virginia Hills Center	20
Hughes	20	FCPS Administration – Gatehouse	20
Irving	20		
Key	20		
Kilmer	20		