

August 2010

Dear Parents,

We are eagerly anticipating the start of the 2010-2011 school year! The painting is almost finished and Mr. Claytor and the custodial team are working hard to make the building shine for the children's return. We are looking forward to seeing our first through fifth grade students at **Open House on Thursday, September 2 from 10:30 AM to 12 Noon.** New kindergarten students and their parents are invited to join us for **Kindergarten Orientation at 9 AM** that morning in the Multi-Purpose Room.

As you begin to plan for the school year, we would also like to make you aware of some **new safety procedures** that will be implemented at Shady Grove and at all of our neighboring Henrico Elementary Schools. To promote safety and security for the children and staff, a **camera/buzzer system** is being installed at the front door. This system requires our office staff to utilize a remote camera to check on the identity of visitors before allowing access to the building. All doors will remain locked throughout the day. After using the camera/buzzer system to enter the building, visitors will follow the traditional procedures of **signing in and out in the main office.** We will also continue to require **photo identification cards** for parents and other authorized adults who request children for early dismissal.

Furthermore, to promote safety during the very busy morning arrival and afternoon dismissal hours, Henrico County's Office of School Safety has asked each school to create a **School Traffic Plan.** The details of our school plan will be finalized during the month of August and we will provide you with more specific information during Open House.

We thank you in advance for your strong support and cooperation. In particular, we appreciate your willingness to make the safety of the children a top priority, even at times of personal inconvenience. Please let us know if you have any questions or concerns or if there is anything we can do to set the stage for your child's success in 2010-2011. Enjoy the rest of the summer!

Sincerely,

Regina V. Schwab  
Principal