



RICHMOND COUNTY ELEMENTARY AND MIDDLE SCHOOL

361 WALNUT STREET
WARSAW, VIRGINIA 22572
(804)333-3510 ~ FAX (804)333-5484

Inspiring and empowering all students with a high-quality 21st century education in a nurturing environment.

Assistant Principal
Katherine Lewis

Principal
Jason Strong

Assistant Principal
Renee Edwards

Additional School Safety Measures at RCEM

Student safety is our top priority at RCEM, and in order to provide a more secure environment at our school, we will be implementing the following measures. Although there may be some sacrifices in convenience, we feel it is necessary to help guarantee student safety.

Visitors

All visitors that go beyond the front office of RCEM will be required to sign in through the IDentaKid system at our front counter. Visitors will need to scan their driver's license in the system and print a badge with their picture on it. This would include volunteer visits to classrooms, eating lunch with your child, or any other activity that includes entering the building beyond the front office. Parents/Guardians arriving for a meeting in the front office will not be required to sign in.

Please be aware that visitors will not be allowed past the front office unless arrangements have previously been made with the teacher or administration. This includes the time before classes begin and after classes have ended as students are being dismissed. On Star Lunch days, we ask that you limit your presence to the front entry and the stage where Star Lunch is eaten.

Teacher/Administrator Meetings

Any parent or guardian wishing to meet with their child's teacher, a guidance counselor, or an administrator should complete a conference request form online at our website or on paper in our office. Contact will be made as soon as possible to arrange a meeting to discuss your concerns.

Student Dismissal

Beginning Monday, February 26th, we will stop answering phone calls from 2:45 until 3:20, which means you will not be able to make changes to your child's travel arrangements after 2:45pm. We have had difficulty with a flood of calls coming in within 5 minutes of dismissal requesting changes to student transportation. This creates an unsafe situation as these calls often must be handled within a matter of seconds, causing confusion for some children as their travel arrangements change.

Also, please be aware that **our instructional day begins at 8:25am**. At that time, we expect all of our students to be present in the classroom and ready to learn. Students should be dropped off no later than 8:20 to help guarantee they are on time (FYI, our lightest traffic during drop-off is usually 8:05-8:15).

Finally, please do not pick your child up early from school unless it is for a medical appointment or family emergency. Anyone picking up their child at the end of the day needs to use our pick-up line to help guarantee safe passage for all our students at the end of the day.

We greatly appreciate your help and patience in making our school safe and secure!

SCHOOL BOARD MEMBERS

John A. Brown, Chairman · Ken Blackley, Vice-Chairman · Vivian G. Wood · Patricia P. Pugh · Kathleen F. Beane