

Good evening Patriot Families,

I want to take the time to share with you some procedures we have in place to ensure the safety of our students and staff.

When arriving to Tuckahoe as a visitor, please park in the visitor parking lot found between Ridge and Tuckahoe. Don't forget your ID, as all visitors will be asked to present identification upon entering. To enter the building, we ask that you ring the buzzer found on the right hand side of the main entrance. From there, please proceed directly to the main office to sign in and receive a visitor's badge. We also ask that you sign out at the completion of your visit so that we may have an accurate record of individuals on campus.

When picking up or dropping off your child before and after school, please access the front loop. We ask that you pull as far forward as you can in the right lane. Also, please have your child enter or exit the vehicle as quickly as possible from the curbside and then exit the loop from the left lane. This allows for other cars to pull forward. This procedure will help to decrease the traffic on Three Chopt and to improve the safety and timing of student pick-up and drop-off.

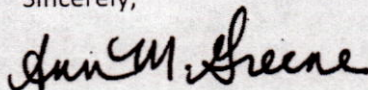
Officer Medina, our School Resource Officer, and Mr. Bryant, our School Security Officer, are on campus each and every day monitoring the campus and keeping students and faculty safe.

Please know that we have an extensive crisis plan established which details foreseeable emergencies. The students and staff also participate regularly in safety drills in order to be prepared should something occur. I would like to inform you of your role should an emergency take place at Tuckahoe. I know as a parent, I would want to run up to the school and take my child home; however, I have to ask that you refrain from doing so or in trying to contact them via cell phone. This is for your safety and the safety of others. I'm sure you will have many questions and concerns. Please know that I will communicate all pertinent information to you as quickly as possible. Once I have indicated that it is clear for students to be picked up, there will be a system in place to crosscheck ID's with the authorized release forms. I hope that we will never have to enact our crisis plans, but should the time come, please be patient and know that the safety of our students and staff is our number one priority.

To help with the communication of safety related information, I encourage you to sign up for our Remind101 TMS parent group. Our safety coordinator will use this group to send out updates about drills we are having as well as any other safety-related information. Please see the attached flyer for instructions.

Should you have any questions or concerns, please contact our Safety Coordinator Nikki Wilcox.
nmwilcox@henrico.k12.va.us

Sincerely,



Ann M. Greene