

Dear Trevvett families,

We are eager to support you with student registrations and other preparations for the upcoming school year, no matter what the school year ultimately looks like (those plans are still being made on a county level). For now, we want you to know that our school will have “in person” Office Hours from 8 a.m. to 3 p.m. every Monday through Thursday beginning Monday, July 20. For the purpose of ensuring the health and safety of all, we ask that you make an appointment to register a child for school (or to bring documents to complete a registration that was started online). Unfortunately, we will be unable to accept visits without an appointment.

As a reminder, HCPS employees as well as visitors to schools are expected to wear a mask or facial covering when entering the building. **When you visit to register your child, it is important that you bring and wear a mask or facial covering.**

As an additional safety and health measure, please visit without your child(ren), if possible. We will have additional opportunities for you and your child to see the school in late August and September.

You may contact us by phone beginning July 13 in order to make an appointment to register your child. Or you can sign up for an appointment using this link.

<https://www.signupgenius.com/go/70a0c44a9aa28a7fe3-registration>

If you are a family who is new to the country, please contact the ESL Welcome Center (804-527-4604 or [tmdalmond@henrico.k12.va.us](mailto:tmdalmond@henrico.k12.va.us)) to schedule your registration appointment. We will assist you with the process using a translator to help complete the required documents.

Again, those “in person” appointments are being scheduled for July 20 and beyond. Information about the registration process and needed forms and documentation can be found [HERE](#).

Thank you, and we hope that you and your family continue to have a safe and enjoyable summer!

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