

Colonial Heights Middle School
500 Conduit Road
Colonial Heights, VA 23934
Phone: (804) 524-3420
Website: <http://chms.colonialhts.net/>

Helpful Information

Listed below is a little information you may be interested in when enrolling your child at CHMS. Please review the **Student/Parent Handbook** for all the information pertaining to the Colonial Heights Middle School from arrival to school to the withdrawal procedures for a student transferring.

Principal: Mr. William Hertz

Assistant Principal: Mrs. Amanda Pelter

School Colors: Red and Blue

School Mascot: Colonial

School Hours and Arrival: Instructional hours are from 7:40 am to 2:32 pm. Students may enter the building starting at 7:20, 6th graders report to the auditorium and 7th and 8th graders report to the gym. Students who are having breakfast should go to the cafeteria immediately upon arrival to school. After eating they may go to their locker then report to their 1st block.

Attendance: Good attendance boosts academic success and prepares students for future employment. Illness, death in the family, religious holidays, court appearances and doctor or dental appointments shall be considered the only legitimate excuses for absence and tardiness. Written documentation is required for these absences to be excused.

Breakfast and Lunch: We serve breakfast and lunch daily to all students, unless we have an early release day then only breakfast is served. Breakfast price is \$1.55 and lunch price is \$2.65. Applications for free/reduced meals will be available during the school year in the guidance office. *Prices are subject to change.

Bus Transportation: Bus transportation is provided to students that reside outside the walk zone, free of charge. Riding the bus is a privilege. Any student displaying inappropriate behavior will be subject to disciplinary actions.

Medication Procedure: If your child requires medication during school hours, please contact the school nurse for the appropriate medication forms. Prescription medication requires a physician's written order and must be delivered to the school nurse in a properly labeled prescription bottle. Over the counter medication can be given with the parent/guardian's written permission and delivered to the nurse in the original sealed container. All medication must be delivered by the parent/guardian.

Clinic hours: 7:15 am-2:45 pm. Phone: 804-524-3420 ext. 13.

Volunteers and Chaperones: If you would like to volunteer at CHMS and to support our school activities we have a few requirements that you must meet prior to being able to participate and assist in our school. If you are interested in chaperoning field trips you are required to submit a fingerprint check and to fill out a Volunteer Contract. Fingerprinting is done by appointment only at the Sheriff's Department, and the cost is paid by the school district. You will also be required to produce your state issued picture ID or driver's license and social security card. The results may take up to four (4) weeks to get back so please plan well in advance for trips.