Richlands High School

Packet & Textbook Return, Locker Clean-Out

~ Seniors: Monday, May 11th ~ 9:30 a.m. – 4:00 p.m.

~ Juniors: Tuesday, May 12th ~ 8:00 a.m. – 4:00 p.m.

~ Sophomores: Wednesday, May 13th ~ 8:00 a.m. – 4:00 p.m.

~ Freshman: Friday, May 15th ~ 8:00 a.m. – 4:00 p.m.

PROCEDURES:

- **Bring the following:** Learning Packet (your name on all classwork), your textbooks, library books, uniforms (tennis, cheer, ROTC), elevator keys, etc. – all items that need to be returned to RHS. You may need a bag to carry the contents of your locker.
- **Enter Pick-up line:** Turn onto Jones Chapel Road, staying in the inside, left lane (closest to the track) around RMS/RES, enter behind RHS in the bus lane. Stay in the bus lane, inside your vehicle until instructed to park and enter the building.
- **ONLY students will be allowed in the building – no parents/guardians/friends.**
- **Enter RHS:** Students will be escorted into the building and to their locker by a school employee. Social distancing of six-feet apart will be maintained at all times.
- **Exit RHS:** When finished, the student will return to his/her vehicle, and the next student will be escorted into the building by a school employee.
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*** A limited number of students will be allowed in the building at one time to maintain social distancing.**

**** You may pay dual enrollment fees, lunch charges, class dues, and activity fees at this time.**

Order yearbooks online at Balfour.com.

***** Seniors Thursday, May 14th ~ 8:00 – 10:00 a.m. – Balfour**

Balfour will be at RHS only on this date and time; they leave at 10:00 a.m. to go to the next high school. Students should bring the balance of their account. Pull behind the school in the bus lane (same as packet pick-up). Balfour will have your graduation merchandise outside and will meet you at your vehicle.