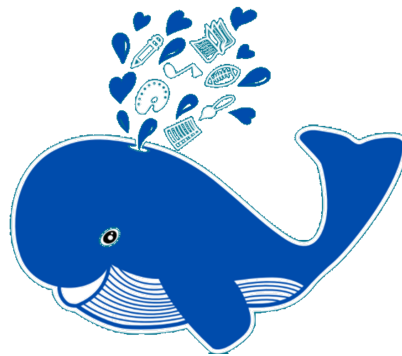


Beulah Elementary School

All Hands On Deck!

**Parent/Student Handbook
2026-2027**



**Beulah Elementary School
School-wide Title I School
5441 Beulah Rd
North Chesterfield, VA 23237**

**804-743-3620 (phone)
804-271-3894 (fax)**

[School Website](https://beulahes.oneccps.org/)

<https://beulahes.oneccps.org/>

*Principal - Dr. Christina Allen-Roach
Assistant Principal - Mrs. Jennifer Bouchard
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Dean of Students- Mrs. Trina Williams
Superintendent - Dr. John Murray
Dale District School Board Member - Mrs. Dominique Chatters*

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Principal's Message

WHALEcome to Beulah Elementary School, home of the Whales! It is both a privilege and an honor to serve as the principal of this incredible school community. At Beulah, we believe every child is known, valued, challenged, and supported. Together with our families and community, we are committed to helping every student reach their fullest potential.

Beulah is more than a school. Our school is a family. Our faculty, staff, parents, students, and community partners work collaboratively to create a welcoming, safe, and engaging environment where every child can thrive academically, socially, emotionally, and physically. We know that strong relationships are the foundation for meaningful learning and lifelong success.

Our school proudly embraces the theme, "**All Hands on Deck!**" We believe student success is a shared responsibility, and when families, educators, and the community work together, incredible things happen. Whether supporting learning at home, volunteering at school, or celebrating student achievements, every contribution makes a difference.

Our dedicated educators are committed to continuous learning and collaboration to ensure every student receives high-quality instruction and the individualized support they need to succeed. Through small-group instruction, intervention services, enrichment opportunities, and innovative teaching practices, we strive to meet the unique needs of every learner. Students also benefit from our Positive Behavioral Interventions and Supports (PBIS) framework, social-emotional learning, and a 1:1 Chromebook program that enhances learning through a variety of digital resources.

Beyond academics, Beulah offers students meaningful leadership opportunities and experiences that foster confidence, responsibility, and a sense of belonging. We believe every child has unique strengths to contribute and deserves opportunities to grow as both a learner and a leader.

Thank you for choosing Beulah Elementary School and for partnering with us in your child's educational journey. Together, with all hands on deck, we will continue building a school where students are inspired to learn, empowered to lead, and prepared for a bright future. We are excited to welcome you to another wonderful year at Beulah!

Anchored in service & support,

Christina Allen-Roach, Ed.D (christina_allen@ccpsnet.net)
Principal
Beulah Elementary School (Facebook)

Assessment

Student progress is monitored using a variety of informal and formal tools. This process is ongoing throughout the school year. Techniques used to assess students may include but are not limited to: written assignments, tests, quizzes, presentations, projects and work samples, etc.

Elementary School Testing Program:

Universal Screeners: Virginia regulations pertaining to gifted education programs require annual screening of students. CCPS will utilize the Cognitive Abilities Test (CogAT) instrument for our 2nd graders and the Naglieri Nonverbal Ability Test (NNAT) for our 5th grade students. Results are used to determine if students should be referred for additional gifted-based assessments.

Insights:

Insights measurement tools span four grade bands, EE (K–3), LE (4–5), MS (6–8), and HS (9–12), plus an optional school Climate Survey. Each module gives educators actionable data on students' life skills development, including how they manage emotions, build relationships, and make responsible decisions. The EE, LE, and MS assessments use performance-based tasks.

****Insights EE (Early Elementary)** is designed for students in kindergarten through 3rd grade. It is a narrated, illustrated assessment that students complete independently using any internet-connected computer or tablet. **Insights LE (Late Elementary)** is designed for students in grades 4–5. Like Insights EE, it is a narrated, illustrated assessment that students complete independently using any internet-connected computer or tablet.

Virginia Language & Literacy Screening System (VALLSS): VALLSS is a screening tool of young children's literacy development and is a required test for all K-3 Virginia public school students. Results are used to determine individual student learning goals, plan classroom instruction, and raise awareness of children who need additional support or instruction in early reading and literacy.

Virginia Standards of Learning (SOL): SOL tests are required by Virginia's Department of Education. This series of criterion-referenced tests is designed to measure students' progress toward meeting the Virginia Standards of Learning (SOL), the state's educational objectives in the core areas of English, writing, mathematics, Virginia studies, and science. All elementary school students in grades 3, 4 and 5 in Virginia public schools are assessed.

MAP (Measures of Academic Progress): MAP by NWEA is a computer-adaptive K-12 interim assessment. It tracks a student's academic performance in reading, math, language usage, and science over time, providing teachers with immediate data to tailor instruction to individual learning levels. It is given three times a year; fall, winter and Spring.

Virginia Kindergarten Readiness Program (VKRP): VKRP aims to build a more comprehensive understanding of school readiness for K students. VKRP adds measures of math, self-regulation, and social skills in K to complement VA's statewide assessment of VALLSS.

ACCESS for English Language Learners (WIDA): Students in English learner programs take the ACCESS for ELLs language proficiency test. The test measures English language proficiency for students learning English in our school and throughout our state. Teachers in our school use the score information to make instructional plans for your child and monitor the progress your child makes toward English proficiency.

Promotion/Retention: Placement will be discussed during a promotion/retention conference for students with reading and/or math achievement below grade level. If it becomes evident that retention is a strong possibility, the parent will be notified after the first semester. These decisions require very close communication between the home and school. Factors such as maturity, developmental readiness for learning, age and special learning problems are also considered in determining what is most appropriate for the child. The final decision for promotion or retention will be made by the principal.

Report Cards: Report cards are digitally viewable for students in grades K-12 at the end of each nine-week grading period through [ParentVue](#) (paper copies upon request). Kindergarten students will receive ratings beginning with the second quarter.

Grading Period	Instructional Dates	Report Cards Posted Digitally (Approximately two weeks after each grading period.)
Quarter 1	8/24/26 to 10/30/26	11/10/26
Quarter 2	11/2/26 to 1/22/27	2/2/27
Quarter 3	1/25/27 to 3/25/27	4/13/27
Quarter 4	4/5/27 to 6/4/27	6/8/27

Parents are encouraged to schedule conferences to discuss their child's academic progress as needed throughout the year. Access to student grades is available on ParentVue (students in grades 2-5). Parents are encouraged to regularly monitor grades on ParentVue. Let your child's teacher know if you do not have a ParentVue account. You may also access information about [ParentVue](#) through the county website.

Student Papers: Completed work is sent home for parents to review every Thursday (teachers will send communication if no graded papers are sent home). Please review the work with your child. This becomes an excellent means to discuss the instruction that is taking place in the classroom and the level of your child's progress. Please contact your child's teacher with questions.

Attendance

Good attendance boosts academic success and prepares students for future employment. Chesterfield County Public Schools has a system-wide attendance policy. Students are expected to arrive on time and attend class at least 95% of the time. Whenever a student is absent for all or part of a school day, parents must notify the school.

Excused absences are limited to illness, medical or dental appointment, court appearance, death in the family, observance of a religious holiday or extenuating circumstances as determined by the principal. These factors also apply to tardy arrivals and early dismissals.

- A student is expected to attend school at least 170 days during the 180-day school year.
- Tardies, missing school for part of the day, and early dismissals as well as missing an entire day affects student learning.
- After an absence, students must bring a note from home or parents should call to clarify the reason for the student's absence.
- Excessive absences may affect promotion to the next grade.
- Travel/activity that will cause a student absence should be discussed with the principal in advance.
- Your child's attendance will be monitored by the school staff. Students who are considered to have irregular attendance will be referred to school's Attendance Team.
- The complete attendance policy (section 4020) can be found online using this [link](#).
- Please complete this [google form](#) to report your child's absence. Or call the school office (804-743-3620), follow the prompt for attendance and leave a message), each day that your child will be absent.
- In order to attend evening events, students should attend school during the day on all scheduled school days.

Absences from School Other Than Illness: Regular school attendance promotes responsibility and contributes to academic success. However, there are certain family emergency situations and unplanned extenuating circumstances which will require a child's absence from school. If your child is absent for any reason including personal or family illness or death, please send a written note to your child's teacher. Upon the child's return, the teacher will review and make every effort to provide missed instruction. Teachers may not be able to provide work prior to an absence, however, students may always access technology sites for content practice on any device.

Late Arrivals: The instructional day is from 9:25 AM until 3:55 PM. Students who arrive after 9:25 AM will be counted tardy and must come to the school office with their parents/guardians to receive a tardy pass. Excessive unexcused tardies (more than 3 per nine weeks) will be monitored by the classroom teachers and administrators.

Early Dismissals: Parents are required by School Board Policy to sign out students in the office whenever a child is dismissed during the school day (9:25 AM to 3:55 PM). The following guidelines will promote safety and limit confusion:

1. Always send a note stating the time you want to pick up your child or contact the office to talk with a secretary. Early dismissal student pick-ups must take place by 3:30 PM each day. Any adult wishing to check out after 3:30 PM will have to wait until dismissal has begun at 4 PM.
2. The office staff will call your child when you arrive in the office. *(Children will not be called to wait in the office prior to the arrival of a parent).*
3. Encourage your child to request assignments well in advance of departure.
4. To ensure the quality of the instructional day repeated early dismissals are highly discouraged. Excessive early dismissals (more than 3 per nine weeks) will be monitored by the classroom teachers and administrators.

Any adult or person(s) picking up a student will be required to show a picture ID before the student(s) is/are dismissed. Only adults over the age of 18 and listed on the student's emergency contact card will be able to pick up students. Exceptions will only be made on very rare occasions if approved by an administrator.

Emergencies/Inclement Weather: Each child should be aware of his/her own contingency plan on days when school opens late or dismisses early because of inclement weather or other emergencies. Official announcements of late opening or early closing are shared on the division Facebook page, and local radio and television stations. In the event of an early closing, students will be dismissed and transported following the procedures of a normal afternoon dismissal.

School Safety Plan: In the event of an emergency situation, students will be kept at school until it is determined safe for dismissal. Students will be released only to parents, guardians or other authorized adults listed on the dismissal card. Please wait for communication regarding dismissal.

Cafeteria

Breakfast: Breakfast is served from 9:10 to 9:25 AM every day of school.

Lunch: Lunch menus are posted in the cafeteria. Menus can also be accessed at SchoolCafe.com. For the 2026-27 school year, all Beulah students are automatically eligible for free breakfasts and lunches under the USDA's community eligibility provision. Our families at Beulah do not need to apply for free or reduced-price meals. Students may purchase a la carte items. Click [here](#) for all information pertaining to Food & Nutrition.

Free meals are available for all students at Beulah this year. Adult lunches are available at a cost of \$4.55. (Subject to change)

Lunch with students: Parents/Guardians who visit their child for lunch may only bring lunch for their child and may only sit at the designated visitor tables with their child. Only your student may join you at the table (no other guest students). Adults must be identified in Synergy for their student and will be asked to show identification in the main office. Post your visitor

badge prominently on your shirt for student and staff safety. See the Sign-Up Genius link in the principal's weekly email message or call the office to schedule your table.

Communication



Students will be responsible for transporting class work, homework, notes, notices and newsletters between school and home. Please check your child's book bag on a daily basis. However, the school has designated **Thursday** as the day for important information to be sent home. Look for the Beulah Folder (tyvek w/ dates & signature).

Your support and encouragement in this area is greatly appreciated. Important school and community events may also be announced using the division's automated telephone system, the school Facebook page and/or the school website.

Beulah families will receive communication from the principal at 6:30 PM on most Friday evenings. The [school website](#) also has pertinent information for parents, too.

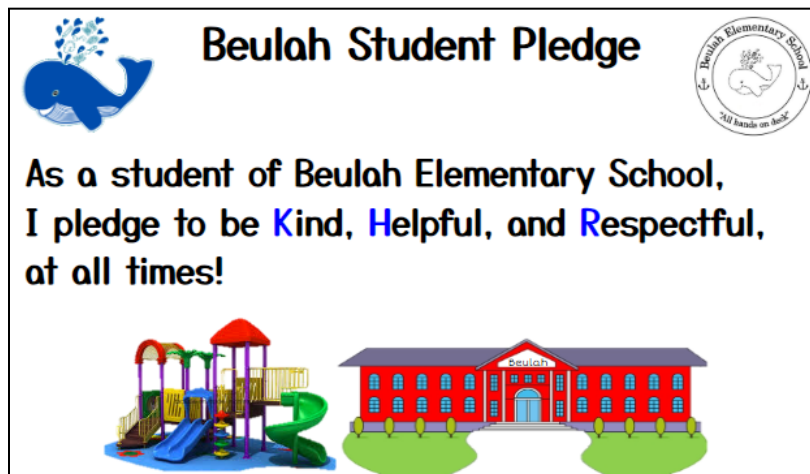
Teachers are expected to send communication home on a weekly basis to share specific learning objectives being taught each week, dates for upcoming tests/quizzes, and any other specific information. Parents/Guardians have access to student grades and attendance through their ParentVue accounts. Teachers are required to post grades at a minimum of every two weeks in the electronic gradebook.

Conferences: The parent/teacher conference is considered the most effective vehicle for communication concerning a child's academic progress at school. Conferences may be scheduled whenever the parent or teacher feels there is a need. Mutual understanding and close cooperation between parents and teachers are necessary for students to reach their potential.

Please call the school office, send a note to the teacher, or email the teacher to schedule a conference. Conferences may be scheduled at any time throughout the school year. November 2, 2026 is designated as Parent-Teacher Conference day. You are strongly encouraged to meet with your child's teachers at least once/year.

Core Values/Student Conduct

All students are encouraged and expected to model the Chesterfield County Core Values, SWIM expectations, and the Beulah Student Pledge.



Students will be explicitly taught the Beulah SWIM expectations and specific rules for every area of the building. The procedures will be practiced frequently to help support student understanding. Morning Meeting and class activities will provide these opportunities. Following are the specific rules for each area:

Beulah "SWIMS!" Behavior Expectation Matrix							
Location → Expectations ↓	Classroom	Cafeteria	Hallway	Playground	Bathroom	Dismissal	Special Events, Assemblies
S Self Control	Show respect with my actions and words	Stay seated with level one voices	Stand tall off the wall	Safely use equipment	Stay on task and keep my hands to myself	Stay safe by always walking	Sit silently in my space with criss-crossed legs
W Work Ethic	Work hard every day	Wait my turn and walk slowly Clean my space and put my trash in the trash can	Walk at level 0	Work together and take turns	Wash my hands and clean up after myself	Work goes home	Walk in quietly
I I Can	I can be successful	I can get what I need before being seated, eat my own lunch, and raise my hand for help	I can walk on the right side of hallway and face ahead	I can follow all adult instructions	I can follow teacher's instructions	I can walk in a straight line head behind head to the bus	I can follow directions of teacher and speaker
M Manners Motivate	My kind words count	My words and actions are respectful	Move keeping hands and feet to myself	Make others feel included	Make sure I respect the privacy of others	Make reflections on today's choices	My applause is appropriate and done when prompted

We expect students to follow the rules and exhibit good behavior. The administration and teaching staff believe strongly in the idea of helping children to learn self-discipline and

self-respect. Moreover, we are deeply committed to promoting good citizenship and student awareness of the rights of others. The staff is encouraged to provide positive reinforcement of students' good behavior through incentive charts, individual contracts, and continual use of appropriate praise for children's actions and manners. When disciplinary action becomes necessary, the following sequence of actions will be implemented:

1. The teacher tries to handle the problem at the classroom level and gives the student the opportunity to resolve the matter.
2. If the problem persists, the teacher is expected to notify the parent to report the behavior and ask for support.
3. The teacher may arrange for a conference with the parent. (An administrator and student should be included if appropriate.)
4. If a child is sent to the office for a major concern, parents will be contacted and will become partners in changing the behavior.
5. If a child receives three office referrals (regardless of offenses), the parent will be contacted to come in for a REQUIRED conference with the child's teacher and an administrator or school counselor. The purpose of the meeting is to design a collaborative plan for improvement.

Disruptive behavior, profanity, fighting, disrespect toward others and property and any other conduct which, in the judgment of the administrators, interferes with the orderly operation of the school will not be tolerated. All disciplinary measures shall be taken in accordance with due process requirements and may include, but are not be limited to: warning, counseling, restorative practices, teacher/student conference, teacher/parent communication, teacher/parent conference, before school/after school detention, administrator/student conference, administrator/parent communication, administrator/parent conference, exclusion from school activities, in-school detention, and out-of-school suspension.

It is necessary that children develop a good attitude and self-discipline in school to ensure their academic and personal success. Parents are encouraged to discuss with their children the importance of good behavior and a good attitude while at school. Appropriate school behavior and strict compliance with expected rules and discipline are expected.

If an administrator determines that it is appropriate, students may be excluded from on and/or off campus activities, field trips, special events, etc., because of inappropriate behavior or if a pattern of disciplinary concern warrants such action.

Additional School Procedures Students are Expected to Follow:

- Students must stay in his/her assigned area unless given permission by a staff member to leave. Please review this with your child.
- Behavior that is disruptive and distracting to teaching and learning will receive disciplinary actions by the school staff. Continuous disruptions and distraction will result in parent communication and may result in an office referral.
- Deceptive behaviors -including lying, cheating, and submitting someone else's work for the student's own work - are discouraged and may result in disciplinary action.

- Fighting/physical assault will result in disciplinary action.
- Beulah's Threat Assessment Team is trained to evaluate potential problems and respond appropriately if students behave in ways that suggest the threat of violence to themselves or to others. See [School Board Policy 3131](#).
- Bullying behaviors, defined as any aggressive and unwanted behavior that is intended to harm, intimidate, or humiliate the victim; involves a real or perceived power imbalance between the aggressor(s) and victim; and is repeated over time or causes severe emotional trauma, are discouraged and may result in disciplinary action.
- Explosive devices including (but not limited to) caps, matches, cigarettes, firecrackers, knives, radios, ammunition may not be brought to school; nor are these items permitted on the buses.
- Students may not damage the school building, equipment or any other property. *The student and his/her parents will be held responsible for damages done intentionally.*
- Students are not allowed to ride a bus other than their own regularly assigned bus. (Exceptions are made in emergencies by office staff members only.) Students must get on and off the bus at their designated stop.
- Students must never leave school or the school grounds without permission of the school staff (teachers or administrators).
- Personal items including glass items/containers, pets/animals, chewing gum, electronic devices, game cards, and any other items distracting students from learning are not permitted at school or on the bus.
- Students are not permitted to share food with other students under any circumstances. (Parents who visit their child for lunch may only bring lunch for their child and may only sit at the designated visitor tables with their child.)
- Students are allowed to possess a cellphone or other personal electronic communication device while on school property during the instructional day. However, the phone or other personal electronic communication device (headphones, smart watches), should be turned off and stored in their backpack. If the procedures are violated, it may result in confiscation and other consequences that are outlined in policy [4010-R](#).

The teacher or administrator will take and impound any item which interferes with the learning climate of the school. Such items will be labeled with the child's name and placed in the school vault. Confiscated items will only be released to a parent and/or other responsible adult. Repeat offenses will result in confiscated items being kept until the end of the year.

 Section 22.1-279.3 of the Code of Virginia requires that every student be given a copy of the Standards for Student Conduct and a copy of Section 22.1-279.3 of the Code of Virginia, and that parents acknowledge the receipt of both documents. Click [here](#) to view the code of conduct.

Curriculum

SOL and CCPS Curriculum Framework:

The Standards of Learning for Virginia Public Schools were established by the State Board of Education setting reasonable, minimal targets and expectations for what teachers need to teach and students need to learn. Chesterfield County's (CCPS) Curriculum Framework is aligned with the state standards and in some cases exceeds those state standards.

English

Students will be engaged in meaningful instruction to prepare them to read, write and communicate for a variety of purposes. These skills are integrated into all subject areas.

Mathematics

Students must understand the fundamental ideas in arithmetic, measurement, geometry, probability, data analysis and statistics, and algebra and functions, and they must develop proficiency in mathematical skills. In order to ensure that students have a firm foundation in these areas, a conceptual approach is used.

Science

The students in grades K through five are involved in units of study in life, earth, and physical science with hands-on experiences to develop skills and understanding through experimentation and exploration.

Social Studies

The skills and knowledge of history, geography, economics, government, anthropology and sociology are taught in a sequential manner.

Technology

Chesterfield County Public Schools support a wide range of technology to enrich the instructional program. *Inappropriate and improper use of technology and other electronic devices will be handled in accordance with the Standards for Student Conduct developed by Chesterfield County Schools.*

Elementary School Counseling: Beulah Elementary School provides a comprehensive, data driven school counseling program. The counseling program equips students with the necessary skills and knowledge to succeed. Services include education, intervention, and prevention strategies to enhance student's emotional/social, academic, and career development. Students and parents are encouraged to seek assistance from the counselor if they have any questions or concerns. If a parent elects for his/her child to not participate in any or all of the school counseling services, a request should be made in writing to the principal at the start of the school year. School staff will then make arrangements to exclude the student from the planned classroom counseling lessons. Alternative lessons will not be provided.

****Promote Respect** is a year-long program that focuses on proactive and positive interventions to teach expectations of respect and provides opportunities for students to practice those skills and make it a part of their daily routine. It also outlines procedures to report, investigate and intervene when bullying behavior occurs. Click to view our Promote Respect slide deck ([English](#) & [Spanish](#)) to be informed on the program regarding mutual respect and clear behavioral expectations that guide us all. Students will learn about Promote Respect during their October school counselor classroom lesson. Promote Respect will remain the division's bullying prevention program, while STOPit is a tool to streamline reporting, responses, and data collection. If you have questions or would like a [bully reporting form](#), please reach out to our school counselors.

Family Life Education: The curriculum is used in grades 4-5. Lesson plans are available for all [Family Life Education Standards of Learning](#) on the Chesterfield County Public Schools Website.

Parents are encouraged to review the lesson plans at each grade level for the Family Life curriculum. If a parent elects for his/her child not to participate, an "opt-out" form should be completed. Specific guidelines for completing the "opt-out" form can be found at the website above.

Field Trips: All field trips are an extension of the classroom instructional program. Grade levels and departments take field trips to various places whenever the planned experience will effectively enhance the curriculum. Most trips are scheduled during the school day and costs are estimated based on the assumption that all children will attend thus permitting the use of school buses. Distance and trip requirements determine the need for parent chaperones. Chaperones must complete the [volunteer form](#) prior to any trip, are required to ride the bus with the class, and may not bring siblings on the trip. Any child who does not participate in a field trip will be given an alternate assignment.

Students may be excluded from attending field trips at the discretion of the school principal, assistant principal or dean of students.

General Information

Birthdays, Invitations, Holidays and Special Gifts

Parents may recognize individual birthdays by sending small token items, such as pencils or erasers. Another special way to celebrate your child's day is to donate a book to the classroom library that your child can share with classmates. Birthdays may not be celebrated at school with cupcakes, candy, or any type of food in keeping with Chesterfield County guidelines. If food items are brought to school or dropped off in the office, you will be asked to take them home.

Party invitations may be distributed at the close of the school day only if every student in the class is invited.

Per Chesterfield County recommendations, classroom "party" or "treat" days involving food are not permitted due to life-threatening food allergies and student wellness guidelines. Purchased or homemade food treats may not be distributed at school. Throughout the year, teachers will communicate with families about any special classroom or schoolwide events.

To foster an inclusive environment for all students, Beulah Elementary does not celebrate holidays associated with a particular religion or cultural tradition. Instead, we provide schoolwide and classroom activities that focus on learning, literacy, seasonal themes, and community while being welcoming and respectful of the diverse backgrounds represented in our school. Families wishing to recognize a special event are encouraged to consider non-food items such as books, pencils, erasers, bookmarks, or other school-appropriate materials.

Custody Agreements

If a parent or guardian has a custody agreement, the school office staff must have a copy on file. Without proper documentation indicating that the noncustodial parent may not have contact with the child, a child may be released to either biological parent. The school will share all educational information with both parents.

Door-to-Door Solicitations

By action of the Chesterfield County School Board, there will be no door-to-door solicitations of any kind conducted by our students. If any student knocks on your door and says he is from Beulah Elementary School, please question him/her further and you will probably find that he/she is soliciting for some civic or community organization over which we have no control.

Every Student Succeeds Act (ESSA)

Stay current on this federal legislation here <https://www.ed.gov/essa>

Family Education Rights Privacy Act (FERPA)

The Chesterfield County Public Schools system complies with all regulations relative to this act. Access to student records, both the regular education and special education is controlled in compliance with existing laws and regulations. Parents have access to all records pertaining to their child. Parents who wish to review student records should request an appointment with the school principal.

Library Books and Materials

Care and return of books and materials are citizenship responsibilities taught through the library media center. Replacement cost plus a processing fee are charged for any book or material damaged or lost from the library.

Lost and Found

From time to time children misplace items. These items will be sent to our lost & found cart located in the Beulah cafeteria. Children should check the lost and found area when items are missing. Unclaimed items will be donated to our school's clothing bin located on our campus on the last day of each month. We highly recommend writing your child's name on coats, hats, etc.

Notification of Screening

Because speech, language, vision, hearing, fine and gross motor skills are so important to school success, the Commonwealth of Virginia requires that all children, new to public schools, are screened for potential problems in these areas within 60 days of their enrollment. This screening will be conducted by the speech pathologist, school nurse, audiologist and physical education teacher. Potential problems may be detected through the general screening. You will be notified of the need for further evaluations only if potential problems are suspected.

Student Placement

Every year, students are grouped into classes heterogeneously. Students identified through the gifted testing process shall be grouped in a gifted cluster. Students will be screened and grouped for acceleration in math in grades 4-5 as appropriate. Flexible grouping occurs in classes as needed.

Specific teacher or classroom requests are not honored; however, every child's placement is extremely important to us. The principal shares a form each spring in the weekly message for parents to complete if they wish to share teaching characteristics that may benefit your student. Requests for your child not to be placed with another student, for whatever reason, should be noted in writing to the administration.

Title IX Compliance

The School Board of Chesterfield County, pursuant to the directives contained in Title IX of the Educational Amendment of 1972, has proclaimed that it shall be the policy of [Chesterfield County Public Schools](#) not to discriminate on the basis of sex in the educational programs and activities which it operates and that this policy extends to the employment practices involved in these programs. Christina Allen-Roach is the Title IX/OCR Building Coordinator. Read the [School Board Policy 6131](#) to learn more.

Tobacco-Free Campus

Chesterfield County Public Schools is a tobacco-free school system. Students, employees, parents and visitors are prohibited at all times from smoking or using tobacco products in schools, school grounds, offices, facilities, buses and other school vehicles. This ban includes electronic cigarettes and similar devices. For more information, see [School Board Policy 5390](#).

Gifted Education

CCPS provides gifted education services to eligible students. In order for a student to be evaluated for eligibility, additional areas of strength, and/or CBG Academy placement, an online [Gifted Services Referral and Review Form](#) must be submitted to start the process. Forms may be completed by parents/guardians, community members, teachers, or students.

Referral forms must be submitted by the end of the day on the referral deadline date to be considered for assessment during the testing window for that grade level.

Referral deadlines, referral form, and much more information can be found on the county website through this [link](#).

2026-2027 referral deadlines are as follows:

- [October 2, 2026 \(fall\)](#) - students currently in grades 2-5
- [February 26, 2027 \(spring\)](#) - students currently in kindergarten or grade 1

IMPORTANT: These deadlines ensure that students are tested during the appropriate assessment window for their grade level and are included in any applicable CBG Academy decisions. Please note that any referrals received after the deadline designated for a child's current grade level will be processed during a later assessment window.

Health and Medication

Emergency Information Cards: It is very important that parents complete the emergency information cards and return them to your child's teacher as quickly as possible. Please speak with your child's teacher, our cafeteria manager and the school nurse about any allergies. If your child has any allergies or asthma, you must also have your doctor complete a Health Services Plan.

Information cards must be kept current. These cards are filed in the clinic and used to reach parents when an emergency arises. Please update your child's Emergency Card whenever your address, phone number (home or cell), workplace, or work phone number change. Additionally, if there is a correction in the people who are authorized to pick up your child in an emergency situation, please contact the office to update. You can also update your child's record in your ParentVUE account.

Health: Do not send sick children to school. Please keep them at home (for 24 hours) if there are indications of fever (over 100°), diarrhea, or vomiting. When children become sick at school, parents will be notified to make arrangements to pick them up. Sick children may not stay at school for extended periods of time.

Medication: Do not send prescription or nonprescription medication (including cough drops, etc.) to school with children. Parents must bring medications to school in the original container. In accordance with School Board policies and rules, students may be suspended for failing to follow this procedure.

Before the school nurse or clinic assistant will administer any medication, there must be a written request on file from the parent (Parent's Request for the School to Administer Medicine). Prescription drugs require a written order from the prescribing physician.

Physical Education: All students are expected to participate in physical education daily. To be excused from participating in physical education requires a written parental request. To be excused for an extended period of time requires a physician's statement. Sneakers or some type of tennis shoes should be worn for safety purposes.

Blood-borne Pathogens: Due to regulations from the Occupational Safety and Health Administration 1911.1130 (dealing with Blood-borne Pathogens), if your child has gotten sick or bled on his/her clothing, it is important for a parent to either pick up the child or provide a fresh set of clothing for him/her. Students are not allowed to stay in class nor ride the bus home if they have bodily fluids on their clothing. Soiled clothing will need to be picked up in the school clinic. Soiled clothing will not be sent home with the child.

Insurance: School accident and dental insurance policies are available to all students. Information and enrollment forms are sent to each parent at the beginning of the year. PLEASE MAKE CHECKS PAYABLE TO THE APPROPRIATE COMPANY--NOT THE SCHOOL.

Homework

Homework provides needed practice to enhance the learning process. Such work serves several purposes—to reinforce class work, to strengthen skills, to increase learning time, and to provide enrichment opportunities. In addition, there are some far-reaching effects as homework contributes to the development of organizational and study skills, self-discipline and a sense of responsibility. However, many of our students do not have structures at home to support homework efforts. Many are involved in extracurricular activities outside of school that further develop their character and talents. Our students need time to unwind from their work day by being involved in clubs, organizations, outside play, and downtime. Therefore, at Beulah, homework is optional for teachers to issue. Our teachers have been instructed to provide homework as an optional activity for students but not to take more than 30 minutes to complete. Parents may request practice work from teachers if you wish for your child to have more learning time at home. All students have full access to digital learning at home through Imagine Learning (literacy & math). Teachers will look over work that is brought into school but will not penalize students for incomplete work. The best homework any student can have is to read at home and review basic math facts with their families.

Study guides are critical for students and parents to have at the start of learning units. Parents should expect to see study guides, including the expected date of assessment, in advance so you can help prepare students for the assessment. This information keeps parents in communication to know what to expect and to help our efforts in getting students ready for each assessment.

Money and Finances

Occasionally, students will need to bring money to school for special things, such as a field trip, picture day, or lunch treat.

Each child should bring exact change, as there are no provisions for making change. It is best to place money in an envelope with your child's name, teacher and label the type of payment on the outside. Money can be brought to school before noon. Money cannot be kept in the school overnight.

Buying, selling, trading items or exchanging of money by students is not allowed. *The school will not be responsible for stolen money or property.*

Supplies: Parents are responsible for providing their child with needed supplies as identified on the supply list found on the [Beulah website](#) and also linked [here](#). Please replenish supplies as necessary during the school year. Please contact the school office if you need support with school supplies.

Pictures: A professional photographer will come to the school to take individual pictures in the fall and class and individual pictures in the spring. You will be notified when these pictures will be taken. Money earned from the sale of pictures is used to promote school activities and to purchase instructional materials not covered by School Board allocations. Yearbooks will be sold in the spring pending our school having a yearbook sponsor.



Parent/Family Involvement

Parents are invited and encouraged to stay actively involved at Beulah Elementary. The staff welcomes your involvement as a volunteer, mentor, classroom speaker, visitor, etc. Please contact your child's teacher or the office staff if you are interested and complete a [volunteer application on the county website](#).

If you have concerns about your child, discuss these concerns with your child's teacher first. If the matter is not resolved satisfactorily, then feel free to contact a school administrator.

Room Parent Program: Each class will have parent representatives to plan, coordinate and supervise class activities during the school year. Information will be sent home early each year. Please consider volunteering in your child's class.

Parent Teacher Association (PTA): Beulah PTA is a vital part of life at our school. PTA volunteers provide essential services and resources for our students as classroom volunteers, school liaisons, and opportunities for participation in fundraising events. We urge all parents to join our PTA and become active in the school life of Beulah Elementary.

Beulah Elementary [PTA Board 2026-2027](#)

- President - Damara Watts
- VP Programs - Shanique Peters- Miller
- VP Fundraising - Marquita Baskerville
- Treasurer - Alicia Lewis
- Secretary - Elizabeth Monast

PTA Meeting Dates and Times

The Beulah PTA Executive Board and General PTA meetings are held throughout the year. Dates and times are currently posted on our school website for your information and will be shared in weekly school messages.

School Hours

School Hours	9:25 AM - 3:55 PM
Office Hours	8:30 AM - 4:30 PM

Students may not arrive at Beulah Elementary before 9:10 AM because supervision is not provided before that time.

***Exceptions will be made for the following circumstances:**

- Students who are scheduled to work with teachers and/or administrators;
- Students who are invited to attend special events or before/after school activities.
- Students who attend conferences with parents and teacher(s).

School Staff

Approximately 140 employees perform the instructional, administrative and support services for approximately 850 children attending Beulah Elementary School. See our school website for a specific listing. They include the following:

Administration

Dr. Christina Allen-Roach, Principal
Mrs. Jennifer Bouchard, Assistant Principal
Dr. Diana Rios, Assistant Principal
Mrs. Trina Williams, Dean of Students



Office Staff include an office manager, 11-month secretary, 10-month secretaries, bilingual liaison, a full time clinic assistant and a full time school nurse.

There are 43 K-5 homeroom classrooms. Additionally, children work with other educators to ensure their instructional needs are met. They include the following:

Art, Music, and Physical Education Teachers, and STEAM: These areas are important to a well-balanced program and contribute significantly to the child's positive concept of self. Beulah Elementary School has a full-time specialist for each of these areas and an additional specialist in each of the areas for three days per week.

Librarian/Media Specialist: A full-time librarian, another librarian that teaches at Beulah four days per week, and two library assistants maintain the library/media center. The library is set up for student and teacher use as a source of curriculum enrichment, personal and professional reading.

Coordinator of Special Education: This educator works with administrators and classroom teachers to facilitate special education processes. In addition to facilitating meetings with parents, this educator supports instruction by educators of students with disabilities.

English as a Second Language (ESL) Teachers: ESL is a program that provides language arts instruction and academic support to students whose primary language is not English. The program is staffed with 11 full time teachers. Students are assessed annually to determine eligibility and the level of service needed.

Instructional Designer: This full-time educator supports staff members in curriculum development, data analysis, instructional best practices, and technology integration. In addition, this position provides coaching for classroom teachers and support for students.

Instructional Assistants: These full-time staff members work under the direct supervision of teachers to provide small group instructional and clerical support.

Title 1 Math Teachers: Beulah is fortunate to have two full-time math teachers. They provide instructional support to all grade levels, assisting with placing students, planning with and

advising teachers, and providing additional instruction to selected students as well as small groups.

Literacy Specialists & Title 1 Literacy Teacher: Beulah is fortunate to have two literacy specialists and one literacy teacher. These full-time specialists & literacy teacher provide instructional support to all grade levels, assisting with placing students, planning with and advising teachers, and providing additional instruction to selected students and small groups.

School Counselors: Beulah is staffed with three School Counselors. Our counselors are specialists that have been trained to provide counseling services to individuals on a short-term basis, in small groups, and in classrooms. The school counselors also support our school by working alongside parents and teachers to help provide a successful education experience.

Special Education Teachers: Teachers, with the help of instructional assistants, serve students with disabilities. These children have been identified (through the use of diagnostic evaluations and observations) as having deficits in intellectual functioning/adaptive behavior, emotional challenges, learning problems, and/or speech/language difficulties.

Communities In Schools (CIS): Beulah Elementary is proud to partner with Communities In Schools (CIS) of Chesterfield to help remove barriers to student success. Our CIS Site Coordinator collaborates with school staff, families, and community partners to provide schoolwide supports while also offering targeted services to a caseload of students identified through attendance, behavior, and academic data.

Other Specialists: Included are school psychologist and the school social worker. They serve more than one school and are at Beulah Elementary at least one day/week.

Student Registration Requirements

Birth Certificate: A state issued birth certificate must be produced and data from the certificate made a part of the child's record prior to admission of any student.

Immunizations: A record of required immunizations must be produced and made a part of the child's record prior to the admission of any student for the first time to a public school. The required immunizations must include month, day and year received and must be signed by a physician or certified by the Health Department.

Medical Examination: A medical examination (dated within one year of enrollment) is required for admission to school in accordance with the state law.

Residency: Children whose parents or legal guardians reside within the boundaries of Chesterfield County will be admitted to the school to which they are assigned. Proof of residency (lease or deed) will be required. If you completed a "Lives With" form, proof of residency must be provided each year.

NOTE: *Students may be excluded from attending school at any time during the year if the above requirements are not met.*



Student Recognition

To promote and recognize students for academic achievement, citizenship, and attendance awards will be given to eligible students. Recognition events may be held in all individual classrooms throughout the year in honor of these students, as well as one in-person celebration.

Technology

Every Beulah student is assigned a Chromebook and charger to support teaching and learning throughout the school day. To help ensure devices remain safe, charged, and available for daily instruction, Chromebooks will remain at school. This practice allows students to have a ready-to-use device each day while reducing lost or damaged equipment. If your family would like your child's Chromebook to be sent home for educational use, please submit your request in writing to your child's teacher or the school office. We will be happy to work with you to meet your student's learning needs.

Each year, parents must review and sign the Chesterfield County Public Schools Mobile Device Agreement in ParentVUE or a paper copy provided by the office. Families may be held responsible for intentional or repeated damage to school-issued devices or accessories. Additional information about Chromebook use is available on the [Chesterfield County Public Schools website](#).

Title I

Beulah Elementary is a Title I school. Title I funds help schools increase student achievement and strengthen family and community partnerships. Title I programs vary from school to school, but the goal at every school is ensuring that all children have a high-quality education and opportunities to foster academic growth and success.

Here are some of the things that Title I does for our students:

- provides additional instruction to help eligible students improve reading, writing or math skills in kindergarten through fifth grade
- coordinates instructional activities with the classroom or subject area teacher to foster more effective learning
- provides a variety of instructional resources, professional development, and materials that complement school division's initiatives
- provides individual and/or small group supplemental instruction
- promotes self-esteem to help children reach their full potential
- provides extended day opportunities both before and after school (mostly for grade 3-5)
- extends the school year with opportunities and assistance for Title I students to attend summer session
- encourages parent and family involvement through parent conferences, workshops, and partnership opportunities

The Beulah Elementary School Family Engagement Plan is shared (digital & paper copy) in the fall with all families.

Transportation- [link to ccps page](#)



Bus Riders: Bus transportation is provided for all of our children. We encourage you to allow your child to ride the bus. Riding the bus to and from school is a privilege. Violations of the school bus rules are taken seriously. Continuous minor offenses and serious offenses will result in the suspension from riding the school bus.

- Parents must assume responsibility for the safety of children while at the bus stop. Consistent misbehavior at the bus stops will be reported to parents and if necessary the local authorities.
- Bus assignment changes will only be permitted in emergency situations. *Visits with family members, friends and extra-curricular activities are not considered emergencies.*
- Should it become necessary for a child to ride a different bus, the parent must send a note and contact the office staff indicating the reason for the change. Please include if the change is for one day or longer.
- Upon approval the student will deliver the note to the bus driver.
- Kindergarten students must be met at the bus stop and walked home (by an older sibling or adult).
- K students will be brought back to school if no one is able to receive them at the bus stop.
- All students will use an RFID card for identification on the bus.

School Bus Rules and Regulations

The only way to ride a school bus is to be seated, facing the front, and reasonably quiet. All body parts and items should remain in the bus at all times. Students are under the authority of Chesterfield County Public Schools while on the bus and they should continue to comply with the Code of Conduct. Even under the best conditions a school bus is potentially a danger, since it takes only one second when the driver's attention has to be directed toward one rider for the safety of 50-70 children to be in jeopardy. For these reasons, good behavior on the bus is a priority.

The bus driver is required to report any misconduct that jeopardizes the safety of the bus to administrators for disciplinary action. If a student receives three written warnings for misbehavior, a bus referral may be issued. Students are responsible for giving bus warnings to parents if they are issued.

Concerns about bus issues should be directed to the school. Parents are not permitted to board the bus to discuss concerns with the bus driver.

Bus stops are determined by the Department of Transportation. Students must be ready to board the bus at the designated bus stop. Drivers cannot wait for students. *Students will only be allowed off a bus at school or their regular stop. Unauthorized stops will not be made.*

Eating food, chewing gum and drinking on the bus are unacceptable.

The driver and school officials are not responsible for articles left on the bus.

The administrators have the authority to suspend riding privileges for anyone violating bus rules. When students are suspended from the bus, it is the parents'/ guardians' responsibility to transport the students to and from school.

Transportation Changes: Your child's safe return home is a major goal for our staff each day. However, the end of the day is a very busy time in a school building. It is very difficult to honor requests to have your child go home in a manner different from what he/she was expecting when the bell is about to signal dismissal. *Phone calls/Emails/Notes requesting transportation changes must be made to the front office **by 3:15 PM**. Without communication **before 3:15 pm**, students will use their regular mode of transportation.*

If a student will be picked up by a parent at dismissal instead of riding the bus home, a *dated note must be sent to the teacher indicating the need to pick up the student that day.*

If a student will be picked up by anyone other than a parent, a *dated note including who will pick up your child must be sent to the teacher indicating this and this person will be required to show ID.*

To comply with State Law, school bus emergency evacuation drills are conducted at least twice each year, once each semester.

Automobile Transportation/Parent Pick Up and Drop Off:

Morning drop off: When it becomes necessary to transport children by vehicles, please follow these procedures to ensure a safe and orderly drop off:

- before arriving at the drop off loop, have your child prepared with book bag, shoes, coat, etc. for a quick and smooth exit
- pull as far forward as possible around the drop-off loop
- remain in a one of the double lines until reaching the designated drop off area at the front of the school
- have your child to exit the vehicle on the passenger side of the vehicle (**please do not get out yourself**)
- after dropping child(ren) off, remain in your line, not passing other vehicles in the parent drop off loop
- watch for pedestrians in the parking lot while exiting

****If you need to spend more time than just a quick goodbye (approximately a minute), if your child requires extra assistance, or you need to come into the building, you will need to park in a parking space. You will not be allowed to walk your child to class on a regular basis.**

Please follow these procedures:

- only park in a handicapped spot with the appropriate handicapped tags displayed or
- park in the Beulah parking lot.

Once your child has exited your vehicle and/or you are finished in the building, you must get in the drop off line and wait in the single file line to exit the parking lot.

Afternoon pick up: Parents will be required to complete a Parent Pick Up form and provide an ID to receive two numbered hang tag cards. The provided numbered hang tag card should be hung in the vehicle for easy viewing during parent pick up. (For safety reasons, children will not be removed from the bus once they board). Students will wait in the cafeteria during parent pick up until called. For the safety of the children, please follow these procedures:

- pull as far forward as possible around the drop-off loop
- remain in one of the two lines until reaching the designated pick up area - the front of the building
- wait patiently while your student is called and comes to the vehicle
- after picking up child(ren), remain in your line, not passing other vehicles in the parent drop off loop
- watch for pedestrians in the parking lot while exiting

Additional requests:

- Only park in a handicapped spot with the appropriate handicapped tags
- Park in the Beulah parking lot and in labeled parking places
- Avoid double parking or blocking other vehicles

NOTE: This procedure is implemented to ensure the safety and well-being of the students. Please be considerate of others in the parking lot. Students should be picked up promptly between 3:55 and 4:10 PM. Students who are released prior to 3:55 PM need to have a written note explaining the reason for the dismissal. Please refer to this handbook for legitimate reasons for early dismissals.

Always bring in a picture ID to show to the office staff when picking up your student for early dismissal.

Student Walkers: Complete [this form](#) if you wish for your child to be a walker during afternoon dismissal. A walker is defined as a student who walks from the school doors to their house door (less than 1 mile from school campus). A walker is not a car that parks in the neighborhood to walk over. A walker is door to door every day.

Before & After School Child Care / Day Care Transportation: Beulah ES partners with the Manchester Family YMCA to offer optional on-site before- and after-school child care for interested families. Program hours are 7:00–9:10 a.m. and 4:00–6:00 p.m. Families interested in learning more about this program or other child care options may review the [child care resource list](#) or contact the school office for additional information. Beulah ES does not endorse or recommend any specific child care provider; families are encouraged to select the option that best meets their needs.

Day care vans are asked to arrive on time for student arrival and dismissal. Morning arrivals should occur between 9:10–9:25 a.m., and afternoon pick-up should occur by 3:55 p.m. If a day care provider experiences a delay, the school will communicate with families as needed. Please notify your child's day care provider if your child will not be riding with them that afternoon.

Visitors and Volunteers

We welcome our parents and community to visit the school. To support the division-wide *Safe Schools Initiative*, all visitors must comply by doing the following upon every visit to our school:

1. Please begin your visit in the main office. Please ring the doorbell located at the entrance to enter the building and be prepared to announce yourself.
2. For security reasons, all outside doors will be locked at all times.
3. Sign in using the computer kiosk and receive a visitor's pass (A proper state-issued ID is required to enter the building).
4. Speak with office staff regarding the nature of your visit.
5. Only pre-planned visits to the classroom can be accommodated during the instructional day. If visiting for lunch, the cafeteria is the only area a visitor should enter.
6. Visits to classrooms for observation must be planned at least two days in advance and approval is granted by the administration. An [observation request form](#) must be completed as required by CCPS School Board.
7. Please return to the office to sign out. Failure to comply may result in the denial to visit.
8. Beulah Elementary volunteers must comply with the guidelines established by the School Board. This includes completing a [volunteer form](#) prior to any volunteer opportunity, including field trip chaperone.

Visitor Management System

The CCPS Visitor Management system electronically registers visitors and volunteers and monitors volunteer hours. Visitors who will walk through the building will be asked to show a driver's license, which will be scanned into a computer system. Only a name, photo, date of birth and the first four digits from your identification number will be stored in the computer. No other personally identifiable information will be collected. Visitors who do not present an appropriate ID will not be allowed access to the school. The visitor management system is an opportunity for us to help ensure the safety of our students and staff. Please call the office staff at (804)743-3620 if you have questions or concerns. We remain committed to providing a high-quality education in a safe, supportive learning environment. We appreciate your continued support of our efforts.

Safety & Security

School safety is always a top priority at Beulah and in Chesterfield County Public Schools. Beulah remains on alert year-round. Nothing is more important than ensuring a safe environment for students and staff members at Beulah. We are all partners in efforts to keep our school safe. So if you see something, then say something. If you know something, then

make sure someone at our school knows it too. The following provides a list of safety and security measures present at Beulah:

- A School Security Officer (SSO) is on site at Beulah as a full-time staff member. Our SSO monitors the inside of the building and perimeter/school campus.
- School doors are locked, and visitors cannot enter before communicating with front office staff members. Do not hold the front open to the next guest. Every visitor must press the doorbell to communicate their school purpose with the front office staff.
- Our secure vestibule restricts visitors to the front office. No visitor is allowed beyond the front office without a visitor badge through our Raptor Identity system.
- More than 150 security cameras continuously monitor Beulah Elementary School (inside the building and around the campus/parking lots).
- Security film is installed on windows and doors at our school entrances to keep broken glass from flying inward.
- All staff are required to wear school-issued badges visible for all to view. All visitors to the school beyond the office wear visitor badges visible on their outer clothing (shirt/coat) for all to view.
- Our mobile learning pod has a locked fence around the perimeter of the area.

Appendix

Chesterfield County Public Schools Calendar

Please see the county website for the [school calendar](#).

Chesterfield County Public Schools Parent Handbook & Standards for Student Conduct

Please see the county website for the [handbook](#).