



for Business Administration

Highland Springs High School

<http://blogs.henrico.k12.va.us/hshsaca>

ACA Student Shadowing

Jan 9th – March 23rd

Highland Springs High School

<http://tinyurl.com/acashadow>

(You may also visit our web site to register.)

ACA Student Shadowing can be scheduled from January 9, 2018 through March 23, 2018 during the school day and is limited to 3 student visitors per date. **SignUp Genius** will automatically send you a reminder 2 days before your visit. Your shadow partner will also call you on the phone within 2 days of your visit. **Shadowing will be accepted up to 3 school days prior to the actual shadowing date.**

Dates to visit:

We highly recommend shadowing on Mondays to see all seven periods; however, shadowing is available on all listed dates.

Transportation:

Students seeking to shadow must provide their own transportation for the day. Please report to the front office between **8:30AM** and **8:45AM** and plan to be picked up at **3:30PM**. Students should be dropped off and picked up from the front parking lot. Shadowing students are not permitted to ride the high school bus home.

Lunch:

Our *Cafe' Springs* has a variety of hot and cold lunches for purchase. Students may bring lunch as well.

Things to bring:

Shadowing students should dress in layers according to the day's weather and must adhere to the HCPS Dress Code. A pen or pencil and paper are always helpful.

...begin your future now