

# ***HENRICO COUNTY***

## **GENERAL INFORMATION**

The Virginia Criminal Sentencing Commission is pleased that you will be attending the *What's New 2005* seminar at the **Henrico County Training Center**. Below you will find some general information about what to expect from your training experience.

### Course Design

All Sentencing Guidelines Training classes are based on one fundamental educational principle: "Students learn by doing." With this approach to learning, much of the course involves active student participation in individual and group exercises. The course instructors will lecture on various topics, and then, students will be given an opportunity to do hands-on exercises, utilizing the assistance of fellow classmates and course instructors.

### Breaks, Food, Dress Code

Dress is casual. Light snacks and beverages will be offered, and a break will be taken during the class.

### One-on-One Assistance

Course leaders will be available during the break and after class to discuss any questions you may have concerning cases on which you are working. Also, course leaders and other Commission staff are available to answer your questions by contacting the Commission's hotline at (804) 225-4398 during normal business hours Monday through Friday. In addition, if you do not understand something, the course leaders encourage you to ask questions at any time during the class.

### Course Materials

During the training class, a bound copy of "Structured Notes" will be provided to you. Updates to the Guidelines Manual will be sent via UPS to all state employees (e.g., probation officers, Commonwealth attorneys, and public defenders). If you are a non-state employee, and you have submitted an order form with payment, your manual/update will be shipped via UPS. Please contact the Commission at (804) 225-4398 to request an order form, or you may download a copy from the Commission's website at [www.vcsc.state.va.us/training.htm](http://www.vcsc.state.va.us/training.htm). If you would like, you may bring your own copy of the Guidelines Manual to class, but it is not required.

### Directions, Parking, & Hotel Accommodations

Directions to the Henrico County Training Center are attached. Ample free parking is available on-site. If you need additional information, you may contact the Commission at (804) 225-4398. If you have special needs, please contact the Commission for information on parking and entrance to the facility. If you need hotel accommodations, please feel free to call the Commission, and we can provide you with a list of area hotels and their phone numbers.

### Cancellation Policy

The Commission has a liberal cancellation policy: If you cannot make it to a training class, please call as soon as possible. We ask that you phone us to cancel rather than be a "No Show"; many of our courses fill up quickly, and we may have a waiting list. If you are unable to reschedule, you may request a refund in writing. Your money will be refunded minus a \$10 service charge.

**If you have any questions or concerns, please call Jody Fridley or Angela Kepus at (804) 225-4398.  
Inclement Weather? Call (804) 225-4567 to see if the class has been cancelled.  
We look forward to seeing you in training!**

**DIRECTIONS TO THE  
HENRICO TRAINING CENTER  
7701 E. PARHAM RD.  
RICHMOND, VA 23294**

The Henrico Training Center is located at the Intersection of Parham and Shrader Roads (Western Henrico County). To enter the parking area, turn onto Shrader Road from Parham Road, stay in left lane, and take a LEFT on Carousel Lane (at the flagpoles). Take another right into the parking area. The following map locates the building at 7701 East Parham Road. Signs designate the appropriate parking area.

***From the North (Washington D.C., Fredericksburg, etc.):*** Take I-95 South. Right after the I-295 interchanges, look for Exit #83B (Parham Road West). From the foot of the exit, travel 4.7 miles; take a left (at the 8<sup>th</sup> stoplight) onto Shrader Road. Take the first left onto Carousel Lane and then another right into the parking area.

***From the West (Charlottesville, etc.):*** Take I-64 East, exit right at Exit #181 (Parham Road North). Take a left at the stoplight at the foot of the exit, onto Parham Road. Travel 1.7 miles and take a right (at the 4<sup>th</sup> stoplight) onto Shrader Road. Take the first left onto Carousel Lane and another right into the parking area.

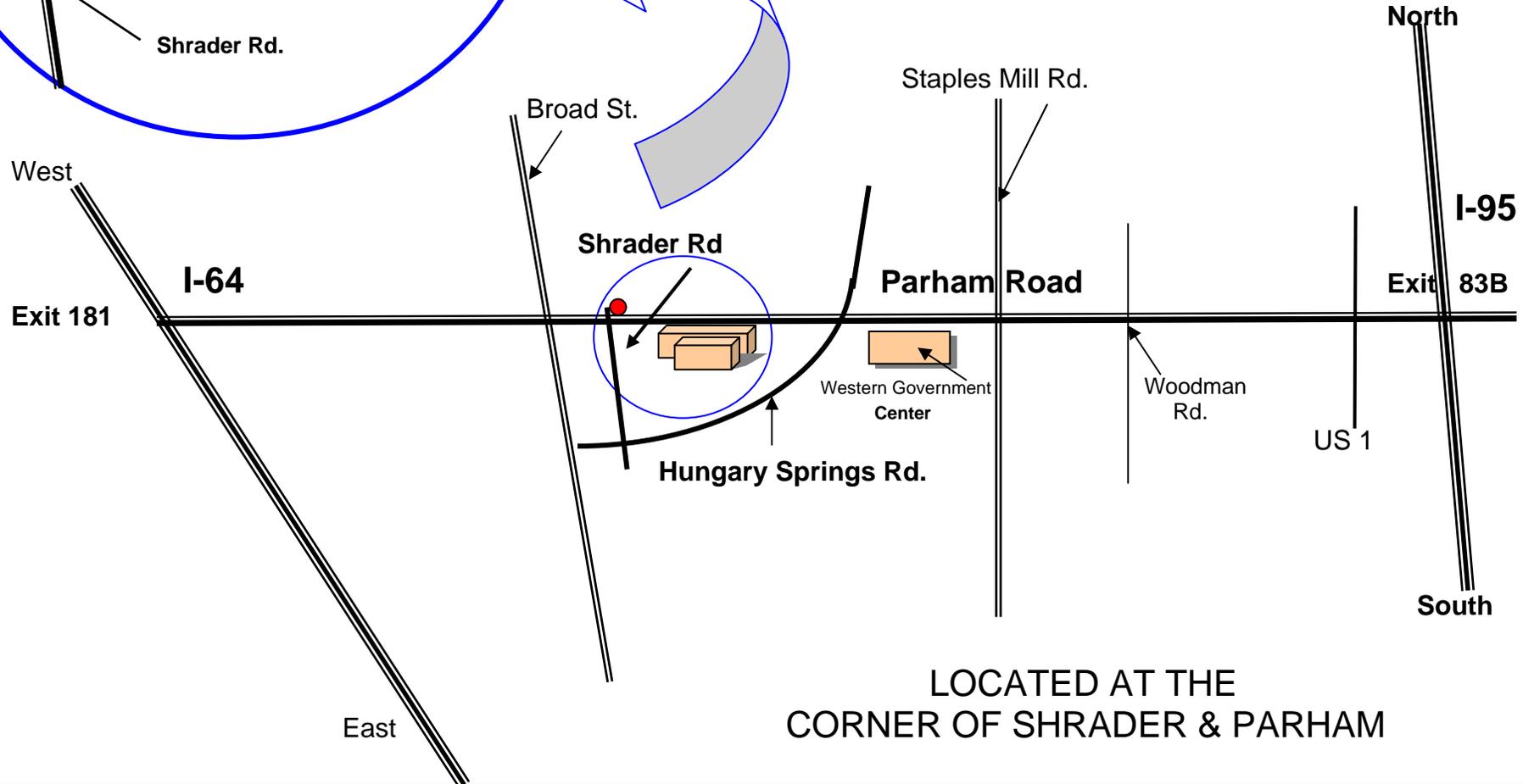
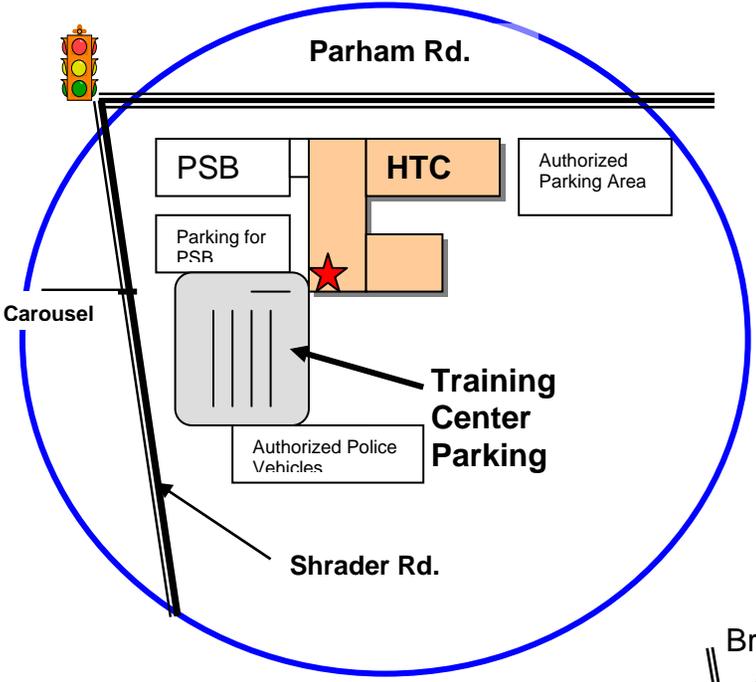
***From the East (Norfolk, Williamsburg, etc.):*** Take I-64 West. Merge with I-95 North for about two miles, then exit right at Exit 79 to follow signs back to I-64 West (signs to Charlottesville). Take Exit 181B (Parham Road North). From the foot of the exit, travel 1.5 miles; take a right (at the 4<sup>th</sup> stoplight) onto Shrader Road. Take the first left onto Carousel Lane and then another left into the parking area.

***From the South (Petersburg):*** Take I-95 North, and exit at I-64 West. Turn right at 181B, Parham Road North. From the foot of the exit, travel 1.5 miles; take a right (at the 4<sup>th</sup> stoplight) onto Shrader Road. Take the first left onto Carousel Lane and another right into the parking area.

***From the South (Western Chesterfield):*** Take Chippenham Parkway to the Willey Bridge. Once you cross the bridge, the road becomes Parham. From the first stoplight at the foot of the bridge, travel 5.8 miles; take a right onto Shrader Road (first light after Broad Street). Take the first left onto Carousel Lane and another right into the parking area.

***From I-295:*** Take Exit 45B (Woodman Road). Travel 2.0 miles and turn right onto Parham Road. Travel 2.1 miles and take a left onto Shrader Road. Take the first left onto Carousel Lane and another right into the parking area.

**DIRECTIONS TO THE  
HENRICO TRAINING CENTER  
7701 E. PARHAM RD.  
RICHMOND, VIRGINIA 23294  
804.501.7261**



**LOCATED AT THE  
CORNER OF SHRADER & PARHAM**