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### FINAL DOCUMENT ©

## Embassy Creek Elementary School End of the Year Pick Up of Student Materials June 2 - 4, 2020

Thank you so much for all your cooperation with Distance Learning over the past quarter of the school year. We know students have been working hard and are anxious to retrieve any personal items they may have left in their classroom. Although schools remain closed, we will be offering parents the opportunity to come back to school to retrieve their child's personal belongings on June 2<sup>nd</sup>, June 3<sup>rd</sup> or June 4th.

In anticipation of this opportunity, teachers are working to bag up your child's school supplies and personal items from the classroom. On your child's scheduled date (see back page), parents will be able to pick up these bagged items from the comfort and safety of their vehicles. In order to accommodate our 1,250 students and still maintain social distancing, we ask that parents follow the guidelines and schedule below:

#### **GUIDELINES:**

- > Distribution of materials will take place in the **East (car loop)** and **West (bus loop)** entrances of the school according to the schedule below.
- > Everyone must stay in his or her vehicles.
- No walkers. Pedestrians will not be allowed on campus, as the pedestrian gates will be closed. Campus monitors will ensure this method of pick-up does not take place.
- > Open your trunk when it's your turn to pick up items. Staff will load supplies in the trunk.
- Please legibly display your child's grade level, name, and teacher's name on your dashboard. Campus monitors will only allow you to enter the gates at your scheduled time and side for pickup.
- ➤ Parents with more than 1 child in the school will pick everything up following their "youngest" child's schedule below. This will allow for only 1 trip to Embassy Creek Elementary School ©
- > 5<sup>th</sup> Grade items will be picked up the day of their parade at the end of the route.

These dates and times on the back of this form are solely for the purpose of picking up materials left in the classroom since school has been closed due to the pandemic. Student materials that are not picked up during the scheduled dates and times above will be stored in the front office to be picked up at a later time. All items that are not picked up before August 1, 2020 will be donated to BCPS's PTA Clothing and Supply Bank.

We wish everyone a happy and safe summer with the hopes that we will return to school in the fall.

### **Parent Pickup Schedule**

Tuesday, June 2, 2020		Wednesday, June 3, 2020		Thursday, June 4, 2020	
East Entrance -	- Kindergarten	East Entrance -	- 1 <sup>st</sup> Grade	East Entrance -	- 2 <sup>nd</sup> Grade
8:00 – 8:30	Castro	8:00 – 8:30	Habosha	8:00 – 8:30	Aaron
8:30 – 9:00	Gaines	8:30 - 9:00	Kern	8:30 - 9:00	Arbelaez
9:00 – 9:30	Hirt	9:00 – 9:30	Lassner	9:00 – 9:30	Caruso
9:30 - 10:00	Hoyt	9:30 - 10:00	Longo	9:30 - 10:00	Harmell
10:00 - 10:30	Johnson	10:00 - 10:30	Marino	10:00 - 10:30	Jorcin
10:30 - 11:00	Mendoza	10:30 - 11:00	Monterrey	10:30 - 11:00	Lerner
11:00 – 11:30	Mione	11:00 – 11:30	Sheekey	11:00 – 11:30	Morrina
11:30 - 12:00	Poitras	11:30 - 12:00	Stofsky	11:30 - 12:00	Lozano
12:00 – 12:30	Shimpeno	12:00 – 12:30	Weisser	12:00 – 12:30	Rapp
12:30 - 1:00	Stephansson	12:30 - 1:00	Yates	12:30 - 1:00	Sage
1:00 - 1:30	Updegrove				

Tuesday, June 2, 2020		Wednesday, Ju	Wednesday, June 3, 2020		
West Entrance – 4th Grade		West Entrance	West Entrance – 3rd Grade		
8:00 - 8:30	Baysinger	8:00 - 8:30	Almonte		
8:30 - 9:00	Taylor	8:30 - 9:00	Bright		
9:00 - 9:30	Darville	9:00 - 9:30	de Castillo		
9:30 - 10:00	Fatout (Torres)	9:30 - 10:00	Diaz		
10:00 - 10:30	Lageyre	10:00 - 10:30	Ford		
10:30 - 11:00	Lees	10:30 - 11:00	Gorey		
11:00 – 11:30	Moye	11:00 - 11:30	Jasuta		
11:30 – 12:00	Sanchez	11:30 - 12:00	Jackson		
12:00 – 12:30	Stevens	12:00 - 12:30	Masterson		
		12:30 - 1:00	Rosenberg		
		1:00 - 1:30	Valachovic		

# May 27<sup>th</sup> and May 28<sup>th</sup> – Important Dates to Remember

School items, such as class library or novel books, safety patrol badges, Joyful Noise cummerbunds, etc. may be returned to the school on both Wednesday, May 27th and Thursday, May 28<sup>th</sup> from 7:30 – 2:30 PM. Receptacles for these items will be available on the East side of the school (car rider line) in the student drop off lane. Please be sure to place any returned items in a bag marked with your child's name and teacher's name on them and deposit the items accordingly. Media Center books should also be returned but do not need to be bagged as they are bar coded to each student. Please DO NOT return school-issued computers. Students may continue to use them over the summer; this includes our 5<sup>th</sup> grade.