

Dickerson Middle School
Retrieval of Belongings
May 13-15, 2020



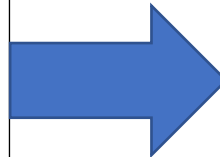
Students should only enter the building with an empty bag or container for emptying lockers.

Students are encouraged to wear masks.

Before entering the building, if I need to...

**Return Media Center Books/ Textbooks/ Instruments/
Music Uniforms OR *Pick Up Medication**

- Parents enter the back parking lot and drive through to drop off books being returned
- Staff will be there to man return carts with gloves/masks



- No one gets out of their cars
- No one enters the school

***Medication Pick Up**

in our back parking lot

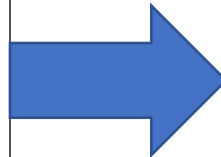
May 14th from 9:00am-10:30am

May 15th from 2:00pm-3:25pm

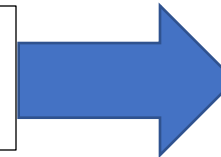
Students with medication pick up may disregard the scheduled times with last names.

Gather Belongings from Grade Level Lockers:

- Bring your own bag, rolling book bag, suitcase, etc. for student can carry on his/her own
- Keep distance at 6 ft. and use tape marks on the floor where indicated
- Walk on blue line on right side of hallway when entering/exiting
- Bring your locker combination with you!



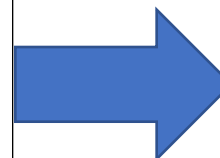
- Turn in any media center books/textbooks found in lockers to the cart in the atrium



- If nothing else is needed from school, **exit** through the main lobby
- Walk on right side of hallway

Gather Belongings from PE Lockers:

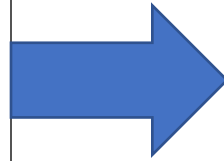
- Walk down the connections hallway on the blue line on the right side of the hallway
- Follow staff member cues about when to wait and enter the locker room
- Keep distance as 6 ft. and use tape marks on the floor where indicated



- Staying on the right side of the hallway, students will **exit** the connections area through the door by the chorus room that leads to the front parking lot
- Do not return to the grade level areas
- Students may meet their parents in the front lot

Collect items from music rooms:

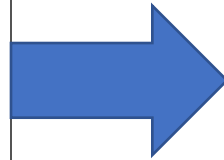
- Continue on the right side of the hallway to the appropriate music classroom
- Follow staff member cues for when to enter the music locker room
- Wait at 6 ft. apart using tape marks on the floor



- Students will **exit** the connections area on the right side of the hallway through the door by the chorus room that leads to the front parking lot
- Do not return to the grade level areas
- Students may meet their parents in the front lot

Collect Art Work:

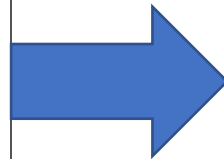
- Continue on the right side of the hallway to the art room
- Follow staff member cues about when to enter the art room
- Wait at 6 ft. apart using tape marks on the floor



- Students will **exit** the art room through art room exterior doors leading to the front parking lot
- Do not leave the art room
- Students may meet their parents in the front lot

Look through the Lost and Found:

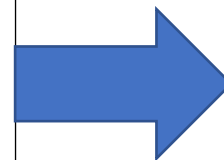
- Tables will be outside in the front parking lot with lost and found items displayed
- Please maintain social distancing while looking through items
- Any items not claimed after these pick up days will be donated



- Do not enter the school

Pick Up Medicine:

- Report to the school on either May 14th from 9:00am-10:30am, or May 15th from 2:00pm-3:25pm in our back parking lot. If you do not pickup medication on these dates during these times, the medication will be disposed of. Communicate in advance with Nurse Vanessa via phone or email if you will send a designee to pick up your student's medication.



- Remain in your vehicle. A staff member will be waiting outside to assist you with medication pickup. There will be no out-of-vehicle contact due to social distancing requirements. Students needing to pick up medication may come into the school for retrieval of belongings on these dates/times and disregard the scheduled times with last names.

Dickerson Guidelines for Retrieval of Belongings

Please follow all guidelines! Please support us in maintaining everyone's safety!

- Parents are not allowed to enter the building. This minimizes the number of people in the building at once. The exception to this is if medicine retrieval must take place in the theater due to the weather.
- Please abide by the alphabetical schedule (last names) listed below for times that your student should enter the building. This is purposeful to limit the number of people in the school at once.
- Students are not in the building for socializing/congregating. They should get their belongings and exit in a swift, efficient manner.
- Students must enter and exit the school by walking on the blue lines along the right side of the hallways.
- 6 ft must be maintained between students. Tape on the floor will indicate 6 ft distance where waiting may be required.
- Students are encouraged to wear masks.
- Students should bring their own bags for their belongings. Rolling book bags, suitcases are acceptable. The student must be able to carry all their belongings.
- There will not be trashcans in the hallways near lockers. Students should take everything from the locker home. Weeding through items in lockers to throw away trash will not be permitted at this time.
- Students must bring their locker combination with them. A longer wait time will occur if staff needs to assist with opening lockers.
- Students may only pick up their own belongings. They may not get items for a friend.
- Staff members will be stationed along hallways and in pods to ensure appropriate distance between students.
- If students see that there is already a student within 6 lockers on either side of their locker, they must wait (6 ft away) until the first person is finished. Staff members will monitor students.
- Parents, please be patient while waiting for your student. We aim to make this process as safe, yet efficient as possible. Students will exit the building in the front parking lot and will meet you there.

- If your student has medication in the clinic, please report to the school on either May 14th from 9:00am-10:30am, or May 15th from 2:00pm-3:25pm for medication pick up in our back parking lot. Please note that the school building will be closed after these dates for the rest of the school year. If you do not pickup medication on these dates during these times, the medication will be disposed of. Communicate in advance via phone or email if you will send a designee to pick up your student's medication. When you report to the school, you must remain in your vehicle. A staff member will be waiting outside to assist you with medication pickup. There will be no out-of-vehicle contact due to social distancing requirements. Students needing to pick up medication may come into the school for retrieval of belongings on these dates/times and disregard the scheduled last name times.

Thank you for keeping us and our students safe! We miss you!

Please abide by the following schedule to pick up student belongings on May 13, 14, or 15.

The same schedule will be followed each day.

Please come on the day that is most convenient to your schedule.

*For parents who need to pick up their child's medicine, use the medication pick up schedule of **May 14th from 9:00am-10:30am or May 15th from 2:00pm-3:25pm.**

9:00 am: Last name A

9:20 am: Last name B

9:45 am: Last name C

10:10 am: Last name D

10:30 am: Last name E and F

10:50 am: Last name G

11:10 am: Last name H

11:30 am: Last name I and J

11:50 am: Last name K

12:10 pm: Last name L

12:30 pm: Last name M

12:55 pm: Last name N and O

1:15 pm: Last name P

1:40 pm: Last name Q and R

2:00 pm: Last name S

2:25 pm: Last name T

2:45 pm: Last name U and V

3:05 pm: Last name W

3:25 pm: Last name X, Y, and Z