

Students,

We hope this finds you all well. We wanted to communicate with you a few items of concern. The first being student check out. Starting the week of May 18th. **Juniors** can come to pick up/drop off items during the specified times on the attached schedule.

Please follow these guidelines when arriving to campus:

1. Please pull into the Smith-Parkins parking lot, please stay in the car and let a staff member greet you.
2. If you have to come into the building, only the student is allowed to enter.
3. You must wear a mask or have your mouth and nose covered in some way.
4. A temperature is required if you enter the building.
5. You must do your best to socially distance yourself from others.
6. If you need to come into the building, you will be escorted into the areas of need by a staff member.
7. We will not permit more than 10 students in the building at a time, so there may be a small wait time outside.
8. The time in the building is restricted for pick-up and drop-off only, please no loitering.

The following are potential items for return/pickup:

1. Chromebook, charger and case
2. Textbooks
3. Library books
4. Tools from labs
5. Clean out locker
6. Pay any remaining fees - These must be paid to participate in graduation/passport ceremony.

| | Monday May 18th | Tuesday May 19th | Wednesday May 20th | Thursday May 21st | Friday May 22nd |
|---------------|---------------------------------|---------------------------------|--------------------------------|---------------------------------|----------------------------|
| 9-11am | Auto Body/Fashion | Auto Tech/CTA | Construction/ Cosmo | Criminal/Culinary | Diesel/ ECE |
| | | | | | |
| 11-1pm | Electrical/ FIRE/EMT | Hospitality/Med Prof | Nursing/Office Pro | Powerline/Sports Med | Welding/TA |
| | | | | | |

Mr. McGreevy and Mrs. Wiseman