

### **May 29th, 2020 Cap and Gown Pick Up Directions**

\*\*\*In order to receive your cap and gown\*\*\*

All financial obligations must be paid before you can pick up your cap and gown. Payments may be made on Infinite Campus. Chrome books and all school property needs to be returned. These items can be returned when you pick up your gown.

No entry to the building will be allowed. The lockers have been cleaned out of personal items. If you need items out of your locker, send an email to Ms. Bell by **2:30 pm May 28th, 2020**. Unclaimed items will be donated to the Free Store.

### **On May 29th, 2020**

**Drivers:** Please enter the school parking lot from Ann Street and drive to the designated pick up area. You will not exit your car. Your cap and gown will be handed to you through your car window. You will exit the parking lot on to Stewart Ave.

**Walkers:** For students, who need to walk to the school, use the Ann Street sidewalk. Do not cut through the school parking lot. There will be a designated area on the sidewalk near the band room for you to social distance to receive you cap and gown. Only the student can walk up to the pick- up area.

Please wear a mask or face covering. There will be no gatherings allowed on school property, per the District and the Health Department. You will pick up your cap and gown during the designated time slot listed below. Time slots are assigned by last names. Do not come to pick up outside of your assigned time, there will be no exceptions or reschedules. If you miss your time slot your items will be mailed to the address listed on Infinite Campus after June 1, 2020.

### **May 29, 2020 Pick Up Schedule**

Last Names: A through G 8:00 am to 10:00 am

Last Names: H through M 10:00 am to 12:00 pm

Last Names: N through W 12:00 pm to 2:00 pm

\*\*\*These directions must be followed per District, CDC and Health Department guidelines\*\*\*