

## End of Year Pick Up and Drop Off for Students

Members of the Class of 2022:

Typically, the end of the school year is marked with different teachers, offices, or departments planning times for students to pick up items such as yearbooks or art portfolios. At the same time, those Thornton faculty/staff are organizing the return (or drop off) of items such as school uniforms, iPads, and textbooks. Because we still have restrictions of who and when people can be on our campus, we have arranged a unique process for this spring which adheres to the recommended social distancing guidelines.

On Tuesday, June 2nd, we are asking all current sophomores to select a time when they can come to campus to “drop off” items that must be returned and to pick up items before the summer months begin.



Using [this link](#), students will sign up for a time to come to campus for their pick up and/or drop off. Students will ONLY be allowed on campus during their scheduled time and they MUST follow the directions below. This will help ensure a smooth and efficient process, while keeping everyone safe.

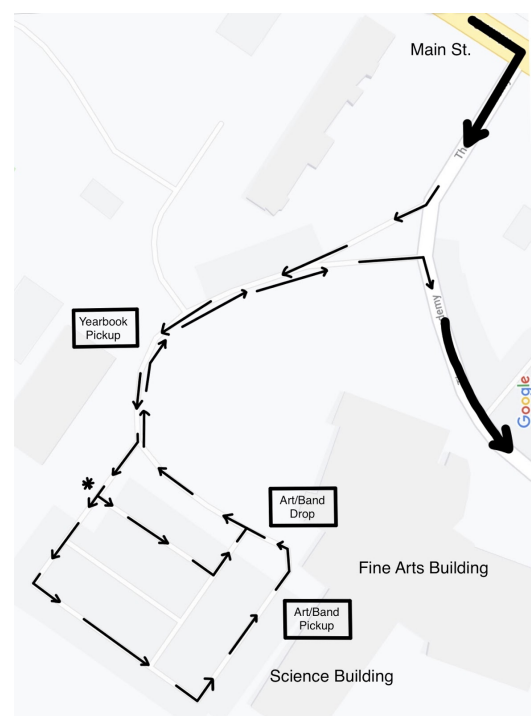
### Yearbook & Arts Loop

The following items will be available for pick up:

- Yearbooks purchased before June 1st; if you have not yet purchased a yearbook, but would like to do so before the week of June 1st, please use [this link](https://yearbookforever.com/). (<https://yearbookforever.com/>)
- Art portfolios

The following items MUST be returned to the arts department:

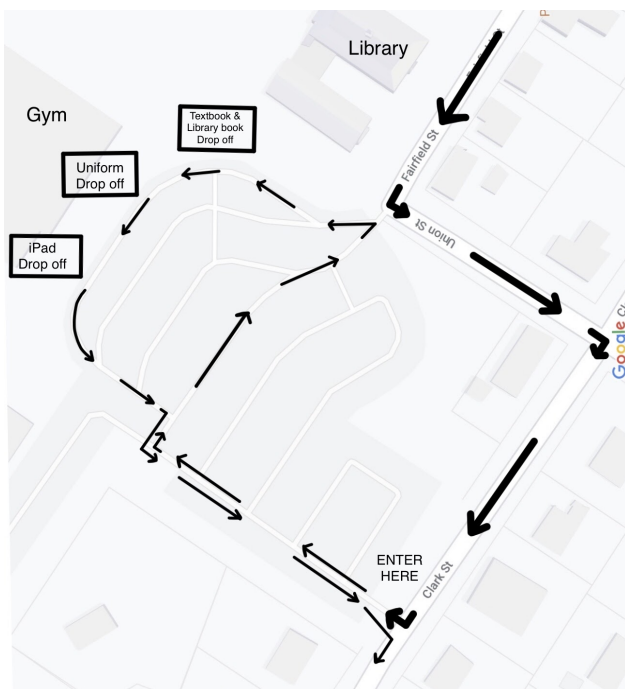
- Art supplies signed out to a student
- Band instruments that belong to Thornton Academy
- Black shirt/tie, for Concert Choir members



To enter the Yearbook & Arts Loop on your **designated day/time** you must:

- Enter from Main Street
- Follow the road past the dorms (on your right), towards the stadium and the Science Building parking lot; there will be signs and people helping to direct traffic once you are in the parking lot
- Stay in your car; at each station you will be asked to open your trunk so a faculty/staff member can place items in your trunk OR gather the items you wish to drop off
- Station 1: Yearbook
- Station 2: Art pick up
- Station 3: Art drop off - Please place your art supplies or music attire, along with the attached card inside a plastic or other disposable bag.

If a student has other items to drop off, he/she will proceed to the Drop Off Loop by following signs and directions. If not, the student will be directed to leave campus using the Main Street/Route 1 exit near the dorms.



### **Drop Off Loop**

The following items must be returned:

- Athletic uniforms
- Textbooks
- Library books
- iPad/charger (unless purchased through the technology department by 5/12/20)
- Other: any other items which belong to Thornton Academy which the student must return prior to summer vacation

To enter the Drop Off Loop on your **designated day/time** you must:

- Enter from Clarke Street (gate on the far/back side of the student parking lot)
- Follow the designated route; there will be signs and people helping to direct traffic once you are in the parking lot
- Stay in your car; at each station you will be

asked to open your trunk so a faculty/staff member can gather items you wish to return

- Station 1: Textbooks/library books - You will use the attached bookmarks (please place the bookmarks in the books before coming to school) to identify your books to return.
- Station 2: Athletic uniforms - Please place your uniform along with the attached card inside a plastic or other disposable bag.
- Station 3: Ipads/chargers - Please place your iPad and charger along with the attached card inside a plastic or other disposable bag.
- You will then be directed to leave the parking lot through the same gate you entered.

<p>Student Name: _____ Please print</p> <p>Circle one: 9th 10th 11th 12th</p>
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\*\*Please cut and insert these bookmarks into any textbooks and/or library books you MUST return to school.

## Athletic Uniform Name Card

Student Name: \_\_\_\_\_  
Please print

Circle one: 9th 10th 11th 12th

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## iPad Name Card

Student Name: \_\_\_\_\_  
Please print

Circle one: 9th 10th 11th 12th      Passcode: \_\_\_\_\_

I have included a check for:

\$60.00 - I do not have my iPad to return. \_\_\_\_\_  
\$12.00 - I do not have my charging block to return. \_\_\_\_\_  
\$13.00 - I do not have my charging cord to return. \_\_\_\_\_  
\$50.00 - My iPad is cracked. \_\_\_\_\_

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## Art Supply/Band Equipment Name Card

Student Name: \_\_\_\_\_  
Please Print

Circle one: 9th 10th 11th 12th

I am returning: \_\_\_\_\_