

Dear 10th-12th Grade Students and Parents,

We have re-evaluated our textbook and materials distribution schedule and are pleased to offer the following changes to provide additional access for our students to collect materials. Students may choose either day to pick up their materials but are asked to adhere to the alpha time designations as best possible.

During live instruction days, teachers will inform students if materials are required for a particular class. Information will also be posted on each teacher's Canvas page if materials are required and will be thoroughly communicated to your student prior to material pick up days. Please note that not all courses will require students to receive materials.

Material Distribution Schedule **Senior High School – 10-12 Center**

Wednesday, September 16th
and
Thursday, September 17th

Last Name Beginning With	DAY TIMES	EVENING TIMES
A-F	8:00 AM – 10:00 AM	5:00 PM – 6:00 PM
G-O	10:00 AM – 12:00 PM	6:00 PM – 7:00 PM
P-Z	1:00 PM – 3:00 PM	7:00 PM – 8:00 PM

PARKING:

Parking will be available in the Senior lot, located outside of the Auditorium/Gymnasium doors (door 18). Please do not park along the curb. Only the student may enter the building, and parents are asked to stay in their car. **Students must be wearing masks in order to enter the building and must follow 6-foot social distancing guidelines, at all times.** It is advisable to bring a backpack or bag to carry materials, as bags will not be provided.

BUILDING ENTRANCE/EXIT:

Enter/exit through door 18 (Auditorium/Gymnasium doors). **Please review the attached map for detailed information on class-specific material locations and travel route through the building.** Staff members will be on hand to assist students as needed.

UNRETURNED MATERIALS FROM 2019-2020 SCHOOL YEAR:

There will be a designated area for students to return any textbooks or materials from last school year that were not returned over the summer. Please plan to bring those items for return, or obligations will be placed.

Students will not be permitted to stay in the building once they have collected all assigned materials.

Thank you in advance for your cooperation as we work together to make a successful start to our 2020-2021 school year. Should you have any questions, please contact your student's House Office.

Sincerely,

Robert M. Colyer, Ed. D.
Principal
Spring-Ford Area Senior High School - 10-12 Grade Center