

Dear East Dover Parents,

This week we are working at East Dover to prepare materials for you to pick up on September 9th and 10th. While you will see cars in the parking lot, please know that we are following strict district social distancing guidelines provided to us by our District Nurse and Buildings and Grounds Department. As much as we would love to say HELLO, we are unable to accept any visitors who are non-district employees.

The Pickup Days will be Wednesday, September 9, 2020 and Thursday September 10, 2020 between 10am and 2pm. Due to our large number of families, we need to stagger pickup times based on classrooms. These are the timeframes:

		Door # 1	Door # 33	Door # 17
Sept. 9th	10:00	Christopher	Leccese	Holzappel
	10:30	Gmitter	Cassidy	Dean
	11:00	Lomer	Frantantoni	Pokorny
	11:30	Kozlik	Clayton	Maritz
	12:00	Boyer	Rosa	Sochacki
	1:30	DeLuca	Becella	Jamison
	2:00			
Sept. 10th	10:00	Oizerowitz	Pinheiro	Conboy
	10:30	Gullace	Nolin	Congilose
	11:00	Wujciak	LaPlaca	Naecker
	11:30	Mascera		Ardis
	12:00	Luteran		
	1:30			

When arriving on Wednesday and/or Thursday during your timeframe, please follow these guidelines:

1. We ask that parents arrive by car, with windows and doors remaining closed throughout the process. If you are walking please remember to keep socially distant and wear the appropriate facial covering.
2. Please make a sign for your RIGHT(passenger) side windshield window with:

The **LAST NAME of the child whose belongings you are picking up** in **BIG, bold, dark lettering.**

3. Cars need to follow these directions to create organized Car Lines around the East Dover Campus:

- Door # 1- Enter East Dover Campus off of Vaughn Avenue and stay to the right driving up towards the Main Entrance , Door # 1. Obtain Materials and Exit to Vaughn Ave.
- Door # 33- Enter East Dover Campus off of Vaughn Avenue and stay to the left. Make the first left into the parking lot and head towards the cafeteria. Door # 33 faces the Parking Lot. Obtain Materials and exit to Vaughn Ave.

- Door # 17 - Enter East Dover Campus via Dunedin Street and proceed to the Stop Sign. Door #17. Exit out towards Dunedin Street.

4. The pickup stopping point for cars is at table in front of door numbers 1, 17, or 33.

5. When you are within 3 cars of the table, please have your trunk open. If your trunk does not automatically open from the inside of your car, then please use proper social distancing to step outside of your car, and open your trunk. Then, please return to the driver's seat and proceed with caution.

6. An East Dover employee will view the sign in your window, and obtain your child's materials. They will place the material in your trunk making this a no contact delivery.

7. Once your trunk is closed, please proceed with caution and exit the campus.

A few things to keep in mind:

- Please remain patient throughout this process and we will do our best to keep the Car Line moving smoothly.
- If you are unable to come during your assigned time, please let the main office know.

Sincerely,

Matthew H. Gray and JoAnn Nocera