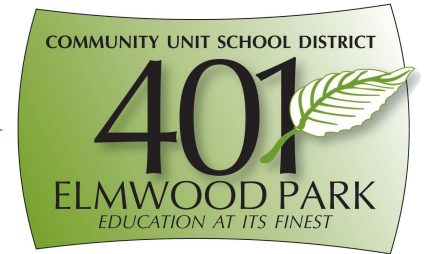


# Elmwood Park C.U.S.D. #401



Elm Middle School  
Pick-Up of Materials  
Main Office

August 7th, 2020

Greetings Elm Families,

Welcome to Elm Middle School!! We hope this finds you and your families healthy. Below you will find the outline for Elm Middle School's beginning of year pick-up of materials. With safety being our number one priority, **we ask that all families arrive by car and remain in their cars during the entire pick-up process.** Our 6th grade students will pick up materials on Monday, August 24th. Our 7th grade students will pick up materials on Tuesday, August 25th. Our 8th grade students will pick up materials on Wednesday, August 26th. Please arrive during your designated time frame (outlined below).

6th Grade		7th Grade		8th Grade	
Monday, August 24th		Tuesday, August 25th		Wednesday, August 26th	
Last Name	Time Frame	Last Name	Time Frame	Last Name	Time Frame
A - F	3:00pm-4:00pm	A - F	3:00pm-4:00pm	A - F	3:00pm-4:00pm
G - O	4:00pm-5:00pm	G - O	4:00pm-5:00pm	G - O	4:00pm-5:00pm
P - Z	5:00pm-6:00pm	P - Z	5:00pm-6:00pm	P - Z	5:00pm-6:00pm

## **Traffic Plan:**

All cars will drive eastbound on Courtland Ave and stop at Door 1 (Main Entrance). To view a map of the pick up, click here: <https://bit.ly/33qQXAC>

## **Pick-Up: Door 1**

Arriving at Door 1 on Courtland Ave, we ask that families give our school representative their student's name and then open their vehicle's trunk. In order to limit person-to-person contact and maintain appropriate social distancing, all items will be placed in the trunk of the vehicle.

## **Items to be picked up:**

- Grade Level Specific Materials
- Ear Buds
- Chromebooks (New Students)
- Pencils
- Pencil Sharpener
- Graph Paper
- Dot Paper

While we know this isn't the typical correspondence to be sent out at the beginning of the year, we are working diligently to ensure this to be a smooth process for our families. We can't thank you enough for your cooperation and understanding.

Sincerely,

Elm Middle School Administration