

2019-2020 Lockeland Retrieval Procedures

Thursday, May 21 – Last Name (A – L): 8:00-12:00
Last Name (M – Z): 1:00-4:00

Friday, May 22 – Last Name (M - Z): 8:00-10:00
Last Name (A -L): 10:00–12:00



A – Start Here – Marquee (in front of the school)

B – Problem Solving Area – if you have any issues/questions

C – Medication Pick-Up

D – Student Retrieval - Back parking lot near the track. **PLEASE DO NOT EXIT YOUR VEHICLE.**

E – Lost and Found - Items will be located at 1716 Forrest Avenue for pick-up. Special thanks to Keri Adams and the rest of the Stitzlein family for offering to display lost items.

May 13, 2020

Greetings Lockeland families,

I hope you're doing well as we approach the end of the 2019-20 school year. The Coronavirus "era" began about two months ago, and I am grateful for your patience and dedication as we have faced many challenges together! I want to take this opportunity to thank you for ensuring our students have access to critical supports during this time. Hopefully, the second week of Remote Learning 2.0 was a rewarding and challenging experience for LDC students!

We are set to end school in two-weeks! I wanted to share our plans with you. We will adhere to guidelines provided by the city, health department and MNPS for students to retrieve their personal items. Teachers are being asked to clean out their students' desks and to bag and label the contents. Grade level teachers will place bags by homeroom in a designated location. Teachers will do this May 16 – 20. Students may retrieve their items on May 21 and May 22 according to the schedule below. Please make note of the last name and time for your child to come and retrieve his or her items. Opportunities will be offered on Thursday and Friday in order to make it easier on families. We ask that you place library books and text books in separate bags to assist with safety.

Thursday, May 21 – Last Name (A – L): 8:00-12:00

Last Name (M – Z): 1:00-4:00

Friday, May 22 – Last Name (M - Z): 8:00-10:00

Last Name (A -L): 10:00–12:00

Cars will begin the line to retrieve student items at the marquee in the front of the school. Please be prepared to give the attending teacher your child's name and classroom teacher's name, as well as any library or textbooks you may have (bagged separately). We will have a team of people to collect textbooks, library books, or any other items that belong to the school. You will enter the alley and through the parking lot one way, similar to the car rider line during school, to retrieve your items. Someone from our staff will greet you at your car. No one be allowed to get out of the car. Once parked, we will ask you to open your trunk to receive personal items that belong to the student. Families will exit on to Woodland. **Drive through style will be used for safety precautions.**

Other Items of Importance

- **Medication** - We will use school-radio/walkie-talkie to inform Nurse Ginny when to bring out a student's medication to his or her parent. We will note the date and time the parent was given the medication. The parent must sign for the medication.
- **Textbooks/library books** –LDC staff will retrieve library books and textbooks from the cars as parents drive through to collect their student personal items. The staff will place the collected books in the designated areas.
- **Lunch Charges** –We have not received communication from the district regarding lunch charges. If your child has money on his/her account, it will follow the student for the 2020-2021 school year if the child remains in MNPS.
- **Yearbooks** – If your child ordered a yearbook, TreeRing yearbooks will be delivered to your home address.
- **Report Cards** – Report cards will be mailed to your home address.

- **Problem Solving Area** – If you find that an item is missing or that you have a retrieval problem, a designated area will be labeled and located in the parking area beside the cafeteria. Please park in this area and a staff member will assist you.

Thanks for being the most amazing East Nashville community. We are a better school because you are involved and engaged. Stay safe Lockeland families! We are Lockeland!

Many thanks,

Principal Lewis