

Dear North High Students:

I hope this message finds you and your family well.... we miss you more with each passing day.

To allow students a safe and organized return to the building to clean out their lockers, retrieve belongings, and return textbooks, we have established a set schedule for Tuesday, June 2 and Wednesday, June 3.

Please see the attached schedule for the specific date and time of your appointment. It is imperative that you adhere to this appointment, as we can only allow a certain number of students to navigate the building safely while maintaining all safety protocols and proper social distancing.

The return of rented musical instruments will be for seniors only. Students in grades 9-11 will maintain possession of their rented instrument. If you are senior and you will be returning your rented musical instrument or if you are a student in grades 9-12 and need to retrieve your personal instrument, please report to the hallway outside of room 116 on your appointment date.

For **ALL** students who plan on entering the building on your assigned day and time, please ensure you have the following items:

- **A mask or face covering and gloves** (North High will not be providing these items)
- **Your school ID badge (*we will be collecting them)**
- A pen
- A bag(s) to carry your belongings
- Your locker number and combination
- Textbooks, and/or books of any kind that need to be returned (please use the attached return form to identify the book)
- **SENIORS ONLY: Bring your I-Pad with you to return (**unless otherwise arranged to extend your usage**)**

Upon Arrival:

- Enter through the main entrance and check in with the security guard
- Proceed directly to your hall locker, clean out your belongings and ensure that you leave your locker empty.
- Maintain social distancing and safety measures
- **Due to the need to disinfect all surfaces, items remaining in lockers will be discarded.**
- Bring any textbooks and library book that need to be returned to the main hallway.
 - Complete a book return form
 - Place the form sticking out of the front cover
 - Place the book on the appropriately labeled tables.

Upon Exiting:

- Students must exit the building through the main lobby.

Please note that we will be scheduling separate days for gym locker clean out and return of athletic equipment and will notify you when the dates are set.

If you have any questions or concerns, please reach out to Ms. Hugo, Dr. Krauz, Mr. Levine, or me.

Sincerely,

Dr. Holtzman