



Dear Putman Parents,

Thank you so much for your support and understanding as we end the 2019-2020 school year.

Beginning Monday, May the 18-May 21 grade level pickups will begin.
Times are 8:00-10:00 am and 4:00-6:00pm on each of the dates listed below.

Monday, May 18th- Kindergarten
Tuesday, May 19th -1st Grade and PreSchool
Wednesday, May 20th-2nd Grade
Thursday, May 21st - 3rd Grade

If families have siblings they may pick up the siblings' work when they pick up the younger child's work.

When you come to school to pick up your student's belongings, please have a sign with your students first and last name and teacher's name written large enough to be visible from a distance displayed on the passenger side window.

Vehicles will enter the driveway in front of the school. In a single car line follow the cones. A staff member will be at the first cone to communicate your child's name to the inside of the building so belongings can be retrieved. The staff member will direct you to pull up to the second cone. To ensure a safe environment staff members will be wearing masks and sanitizing hands frequently, as well as practicing social distancing. To help us maintain a safe environment, please follow the guidelines listed below.

1. Parents/Students should remain in cars.
2. Please open your vehicle trunk. A staff member will place items in the trunk and close the trunk.
3. If the trunk cannot be accessed, we ask that you move to cone 3 and remain in your car until a staff member has placed the bag on the sidewalk and has returned to the inside of the building. Once the staff member is safely inside, one person can get out of the car to retrieve the bag.
4. You will then exit onto Baldwin.

Thank you and I wish you a safe and healthy summer,

Mrs Earley, Putman Elementary Principal