

PSD 9-12 Student Belonging Pick-Up Overview

Overview

As a result of the governors extension of the “Safer at Home” order, parents and students will continue to not have access to the school buildings. As a result, we will be coordinating curbside pick-up of necessary student materials. In order to accommodate families that have students at multiple buildings, all PSD buildings will be coordinating pick up efforts.

Student Material Pack-up

School staff will be packing up all student belongings in lockers that are impacted by construction (Lockers 1000-1036, 1215 - 1238, 2000 - 2032, 2194 - 2227) and for the Class of 2020. Students easily look up their locker number in Skyward if they are unsure. Items currently in school lockers, and gym lockers will be bagged up, labeled by student name and staged for pick-up. All other lockers for 9-11th graders will be left as is until a time when students can safely enter the building. If you are in need of an item from a school or gym locker, or if you have an item in a classroom or other location in the building that you need, please use [this form](#) and we will make every effort to accommodate your request. Additionally, we will have school nurses available for pick up of student medication. Please bring a photo ID if you will be picking up student medication. Per BOE policy, student medication needs to be picked up by a parent or guardian.

Classroom Material Drop-Off

We are developing a plan for the Class of 2020 to drop off materials at the end of the school year. All other grades should keep classroom books, calculators and materials until we can set up a time when it is safe for students to return to school. If you are leaving the district and need to return materials, please contact schupau@pewaukeeschools.org to set up a drop off.

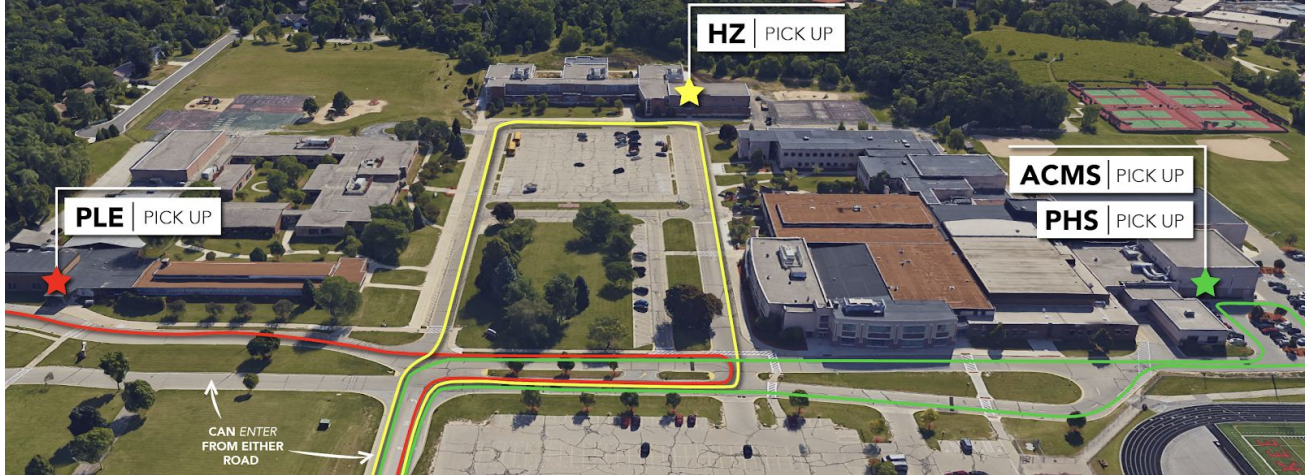
Curbside Pick-Up Locations

Student materials will be staged **BY LOCKER NUMBER** and ready for pick up at the following locations. Parents should remain in their vehicles and school staff will deliver belongings to vehicles. Please have your child's locker number ready upon arrival.

Asa Clark Middle School and PHS - Door #50 (West End of PHS - By Auxiliary Gym)

Horizon Elementary School - Gym Door (West Entrance) - Door #61

Pewaukee Lake Elementary - District Office Doors (West End of PLE, where we did material distribution in March - Door #13)



Please view the map above regarding the recommended traffic flow through campus as you pick up belongings:

- Asa and PHS Only (West Loop) - Exits using **Pirate Pass**
- HRZ Only (Outer Loop) - Exits using **Pirate Pass**
- PLE Only (Inner Loop) - Exits using **Lake St.**
- PHS/Asa/Horizon (West Loop and Outer Loop) - Exits using **Pirate Pass**
- PHS/Asa/PLE (West Loop and Inner Loop) - Exits using **Lake St.**
- Asa/Horizon/PLE (West Loop and Outer Loop) - Exits using **Lake St.**

Pick Up Dates

In order to best accommodate families and also manage the traffic flow on campus, we ask that all families adhere to the pick-up dates/times outlined below. Please keep in mind that this structure is meant to minimize trips to campus for families who have students in multiple buildings. We will begin curbside pick-up of student belongings on May 18th and will assign pick-up date by last name. Pick up will occur each day between 7:45 AM and 4:00 PM. Please see details below regarding pick up date assignments.

| Monday May 18 | Tuesday May 19 | Wednesday May 20 | Thursday May 21 | Friday May 22 |
|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|
| Student Last Name A through E | Student Last Name F through J | Student Last Name K through N | Student Last Name O through R | Student Last Name S through Z |