

## 20-21 CHS Device Distribution

### Distribution Schedule

Date	Session 1	Grade	Session 2	Grade
8/17/20	9:00am-3:00pm	Grade 7-12	5:00pm-7:00pm	Grade 11/12
8/18/20	9:00am-3:00pm	Grade 7-12	5:00pm-7:00pm	Grade 9/10
8/19/20	9:00am-3:00pm	Grade 7-12	5:00pm-7:00pm	Grade 7/8
8/20/20	9:00am-3:00pm	Grade 7-12	5:00pm-7:00pm	Grade 7-12

### Distribution Details

- Parent/Guardian arrives at the rear of school outside of the main lobby.
- Staff is outside to provide required forms and collect insurance payment money if applicable
- Parent/Guardian completes the required forms outside. Forms will also be on the website for printing prior to arrival to expedite the distribution
- Exterior staff sends parent into the gym after collecting the required paperwork (limit to 25 inside)
- Parent enters gymnasium to retrieve the device after Jeff records ID number
- Parent exits the rear of the gymnasium (side door)