



Fairfield Union Local School District

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End of Year Planning Guide – Schedule for Retrieving Personal Items and Returning School Property

As we prepare to open buildings, the District must be cognizant of established safety guidelines and work to protect the health of our community. At each building, we will enforce the following guidelines as students return school property and retrieve personal property:

- There will be a single point of entry at each building and a separate point of exit.
 - **High School**
 - Enter: Student parking lot doors
 - Exit: Front entrance
 - **Middle School**
 - Enter: Cafeteria doors
 - Exit: Front doors
 - **Bremen Elementary**
 - Enter: Gym doors
 - Exit: Car drop off doors
 - **Pleasantville Elementary**
 - Enter: Gym doors
 - Exit: Car drop off doors
- We will limit the total occupancy of the buildings to 50 people at one time.
- We will limit the total number of people in one room to 10 people.
- We highly encourage everyone to wear a facemask while in the building. We also ask the community to take your temperature before coming to the building. If your temperature is above 99, please do not come to the buildings.
- Schedule and hours the buildings will be open beginning May 11 and ending May 21:
 - Monday 2:00 pm to 7:00 pm
 - Tuesday 2:00 pm to 7:00 pm
 - Wednesday 2:00 pm to 7:00 pm
 - Thursday 9:00 am to 2:00 pm
 - Friday 9:00 am to 2:00 pm

** We will have tables in the gym and/or cafeteria to collect school materials (Chromebooks/chargers, library books, classroom books, textbooks, etc...). We will also distribute personal belongings of students in the gym as families enter the facility. Middle school students will need to visit their lockers to collect personal items and clean out their lockers.