

# AC FLORA LAPTOP DISTRIBUTION 2020

*AC Flora will distribute student laptops according to the schedule, based on students' last names, found on the following page. Please adhere to the following guidelines in order to safely pick up your laptop:*

- Please arrive promptly at your assigned time (see next page). Please note that this is not a time “window.” We have assigned specific arrival times, based on student last names, to ensure proper social distancing and safety.
- Laptop distribution will occur in the Media Center in the back of the school. Enter campus via Brentwood Drive and park in the back parking lot.
- Only ONE student OR parent may enter the library to get their laptop. Parents are asked to remain in their cars while students get their laptops.
- Distribution will occur inside the library and social distancing will be strictly enforced. We will only allow a certain amount of people in the library at a time. This means you may have to wait in line outside of the library. Sidewalks will be marked for social distancing. Gathering and crowding will NOT be permitted.
- Bring a bottle of water and dress for the weather in case you have to wait outside.
- Masks MUST be worn by anyone who comes on campus. This is required in the parking lot, outside, in the library, and at all times/points in between. Masks may be removed once you have left campus. No mask = No laptop!
- Do not report to school if you have a fever, symptoms of Covid-19, if you have tested positive for Covid-19, or been recently exposed to someone who has. We will gladly help you safely pick up your laptop once you feel healthy again.
- The make-up procedures will be communicated after the initial laptop distribution has occurred, but it will occur the following week (24<sup>th</sup>-28<sup>th</sup>). We absolutely encourage you to pick up your laptop at the times listed in this document if at all possible. This is a safety issue, and safety is our top priority.
- Our goal is to have each student in and out in less than 30 minutes. However, we do know that there can be backups and glitches. We appreciate your patience as we seek to distribute these school-issued items as safely as possible. As always, the safety of our students and staff is the absolute priority!
- Our overall laptop distribution process allows for proper social distancing, the opportunity to start up each laptop, reset your student password, and also gives students a chance to ask any questions or get any clarification about how to sign in, access Teams, check email, etc.
- AC Flora staff will be on hand to assist students. Students will also receive helpful information on technology tips, hints, and FAQ's that will be useful this year.
- All AC Flora staff will also be wearing masks, adhering to strict social distancing guidelines, and following all health and safety regulations prescribed by Richland One and AC Flora High School.

# AC FLORA LAPTOP DISTRIBUTION SCHEDULE 2020

<p><b>MONDAY, AUGUST 17TH</b></p> <p>8:00 am Abdu-Allen              8:30 am Allison-Arnette              9:00 am Ashley-Balmer              9:30 am Bankhead-Bates              10:00 am Beall-Black              10:30 am Blackmon-Brantley              11:00 am Bratcher-I. Brown              11:30 am J. Brown-Buff              12:00 pm Buffum-Byson              1:30 pm Bytnar-Carmine              2:00 pm Carpenter-Chavis              2:30 pm Cheeks-Codrington              3:00 pm Coe-Cox              3:30 pm Cramer-Curtis</p>	<p><b>THURSDAY, AUGUST 20TH</b></p> <p>8:00 am Muldrow-Navarro              8:30 am Neeley-Oliver              9:00 am Olsen-Padilla              9:30 am Padua-Peraza              10:00 am Perez Rodriguez-Porter              10:30 am Portney-Pryor              11:00 am Purdy-Reagle              11:30 am Redenburg-Rhodes              12:00 pm Rhyne-Rivers              1:30 pm Roberts-Romero              2:00 pm Rose-Sawyer              2:30 pm Schraibman-Sharpe              3:00 pm Shaver-Sims              3:30 pm Sinkler-Solomon</p>
<p><b>TUESDAY, AUGUST 18TH</b></p> <p>8:00 am Cuttino-J. Davis              8:30 am K. Davis-Diaz Marquez              9:00 am J. Diaz-Dunlap              9:30 am Durham-Ferguson              10:00 am Fernandez-Free              10:30 am Freed-Gantt              11:00 am Garcia-Juarez Gibson              11:30 am Giles-Goodwin              12:00 pm Goodwyn-Greene              1:30 pm Greer-Haggins              2:00 pm Hall-Harris              2:30 pm Harrison-Henry              3:00 pm Herd-Holder              3:30 pm Holman-Hubbard</p>	<p><b>FRIDAY, AUGUST 21ST</b></p> <p>8:00 am Sorondo Leal-Stiles              8:30 am Still-Sword              9:00 am Swygert-Templeton              9:30 am Terry-Tobin              10:00 am Todd-Turner              10:30 am Twine-Wagner              11:00 am Wales-Washington              11:30 am Waters-Whitaker              12:00 pm White-G. Williams              1:30 pm J. Williams-Wilson              2:00 pm Wilson McClam-Wright-Thompson              2:30 pm Yager-Zimmerman</p>
<p><b>WEDNESDAY, AUGUST 19TH</b></p> <p>8:00 am Hudson-H. Jackson              8:30 am J. Jackson-Jimenez Garcia              9:00 am Johnson Blyther-J. Jones              9:30 am N. Jones-Kelly              10:00 am Kelson-Langley              10:30 am Lanham-Lipson              11:00 am Lisowski-Lopez              11:30 am Lorick-Mallis              12:00 pm Malone-Masinsky              1:30 pm Mason-McCoy              2:00 pm McCrae-McLamore              2:30 pm McLellan-Meyer              3:00 pm Middleton-Mitchell              3:30 pm Mkongwa-Moye</p>	<p style="text-align: center;"><b><i>REMINDERS!</i></b></p> <ul style="list-style-type: none"> <li>• <i>Show up promptly at your assigned time!</i></li> <li>• <i>Enter school via Brentwood Drive!</i></li> <li>• <i>Masks are required!</i></li> <li>• <i>Only one student OR parent at a time!</i></li> <li>• <i>Dress for the weather!</i></li> <li>• <i>Bring a dose of patience!</i></li> <li>• <i>We appreciate you!</i></li> <li>• <b><i>GO FALCONS!</i></b></li> </ul>