May 1, 2020

Retrieving Items From Lockers

Dear Parents and Guardians of Konawaena Students That Have Lockers,

We hope that this letter finds you and your family doing well! Due to Covid-19 and its impact on schools, we will need close out the school year differently than in the past. Next week we are offering a window of opportunity for students with lockers to retrieve their personal items. **Again, this is only for students with lockers.** There will be a separate opportunity for students/families to reconcile obligations, return laptops, textbooks, uniforms and other school-owned items.

Please follow these guidelines. Strict observation and enforcement of these guidelines are necessary to keep everyone safe and healthy. We apologize for any inconvenience this may cause and ask your patience and understanding. Access is being grated alphabetically by student’s last name.

The schedule is as follows:

Monday, May 11 – last names A to F
Tuesday, May 12 – last names G to K
Wednesday, May 13 – last names L to S
Thursday, May 14 – last names T to Z
Friday, May 15 – Make up for anyone who missed their assigned day.

*Pick-up time will be from 9am to 11am only.*

In order to help ensure everyone’s safety, including employees, please adhere to the following procedures:

- If you are not feeling well, do not come to campus.
- Everyone who comes to campus must have their own mask. Masks must be worn at all times.
- Park in the bus terminal parking lot.
- Only the student who is assigned the locker is allowed to exit the vehicle then go directly to their locker. No friends or helpers allowed. Parents, please remain in your vehicle.
- Social distancing must be observed at all times. If another student is near your locker when you arrive, wait at a distance for them to leave before approaching.
- Bags for items that need to be returned to the school will be provided. Place those items in the bag, write your name and grade on the paper provided, put it in the bag with the items then drop the bag in the return bin provided.
- All lockers not cleared by May 15 will have locks cut and contents emptied. We will do our best to note the owner of the items.

Again, thank you all for your patience and understanding. Please stay safe!

Shawn S. Suzuki, Principal

*To request interpreter or translation services for this or any document, please call the student services coordinator or an administrator at 313-6000.*

**Konawaena High School Students Will:** Care for self and ‘ohana, Grow from adversity, **OWN THEIR FUTURES**