

**HAMPTON SCHOOL**

**Retrieval of items from Boarding; COVID-19 CLOSURE**

**May 2020**

The schedule for Boarders' retrieval of belongings from the Boarding Complex is as follows:

**PART A – Assigned Days by Grade**

Monday May 11, 2020 - Grade 13

Tuesday May 12, 2020 - Grade 12

Wednesday May 13, 2020 - Grade 11

Thursday May 14, 2020 - Grade 10

Monday May 18, 2020 - Grade 9

Tuesday May 19, 2020 - Grade 8

Wednesday May 20 - Grade 7

**PART B - COVID-19 PROTOCOLS: COLLECTION ORDER & GUIDELINES**

NB. On each day, Parents will be accommodated ACCORDING TO THE ALPHABETICAL ORDER of STUDENTS' SURNAMES.

The ALPHABETICAL ORDER is as follows:

8:30 am - 10:15 am : Surnames A - H

10:30 am - 12:15 pm: Surnames I - P

1:00 pm - 2:45 pm: Surnames Q - Z

Parents/Guardians are asked to adhere to the following guidelines:

1. Be on time, as there will be NO OVERLAP with you and any other parent.
2. The STUDENT MUST NOT VISIT THE COMPOUND.

3. Kindly be courteous and CO-OPERATE with the limited staff who will be available to assist you .
  
4. EXCEPT FOR FINAL YEAR STUDENTS, there WILL BE NO MOVEMENT OF FURNITURE or HEAVY ITEMS. Parent/Guardian is being allowed to QUICKLY collect essential items such as textbook, notebook or lab books.
  
5. Parent/Guardian MUST WEAR A MASK and maintain a minimum 6 foot distance from staff.
  
6. Vehicles WILL NOT be allowed to ENTER THE BOARDING COMPLEX. Vehicles MUST WAIT OUTSIDE the **MAIN GATE OF THE BOARDING COMPLEX**; Scheduled individuals will be admitted progressively.
  
7. NO MORE THAN ONE or ONE PAIR (2) of Parents/Guardians will be allowed inside the Complex at ONCE; as the Boarding Manager can only monitor one room, at a time and that room must not be filled with persons.
  
8. NO MORE THAN TWO Parents/Guardians PER BOARDER.
  
9. Kindly co-operate as Staff has been advised to avoid serving ANY PARENT WHO CHOOSES TO BE DIFFICULT or UNCO-OPERATIVE within the constraints of the COVID-19 pandemic protocols.

Thank you,

Mahvell Charlton-Brown  
Headmistress