

Dear Parents,

Good evening! The Autumn temperatures are finally falling, the children are outside playing (even more!), and I am so happy to welcome you to week #9 of the 2020 – 2021 DGM school year! Please find your weekly campus update, including community and COVID-19 policy reminders, below.

PHONE NUMBERS & SUPPORT

- **Main Office / Front Desk (live attendant):** (480) 496-9833
- **Attendance Line (24/7 voicemail):** (480) 893-6516
 - Please use the attendance line for all attendance-related communications including early pick-up, illness, and planned vacations.
 - If you are calling to notify of an early pick-up, please also be sure text your classroom curb number five minutes prior to your arrival to campus. This provides the classroom staff advanced notice to prepare your child for safe departure.
- **Classroom Curb Text Number:** Located in Transparent Classroom (varies per classroom)
- **Email:** support@desertgardenmontessori.org

CURB CHECK-IN/CHECK-OUT

The curb check-in/check-out process is changing **effective Wednesday, October 14th**. Allow your morning schedule an extra moment or two to get acquainted with the new arrival process at curb. **As always, DGM staff members will be available at curb to assist you.** Please read the details of the new process below.

Distance Drop Off Procedure

You will receive an email with your PIN information. You can also find your PIN in your profile when you login to Transparent Classroom.

NOTE: *If an approved adult other than a parent will be doing a drop off or a pickup, a parent connected to the child will need to share their PIN with the approved adult. During the process described below, the approved adult will select their name before signing.*

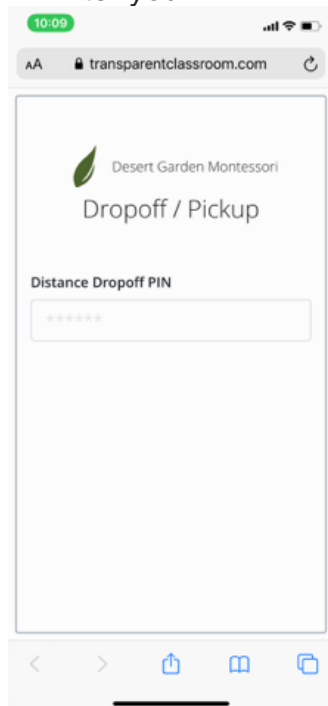
We will have a sign at curb with a unique distance drop off QR code to allow for contactless drop off and pickup of your child(ren). See sample QR code below:



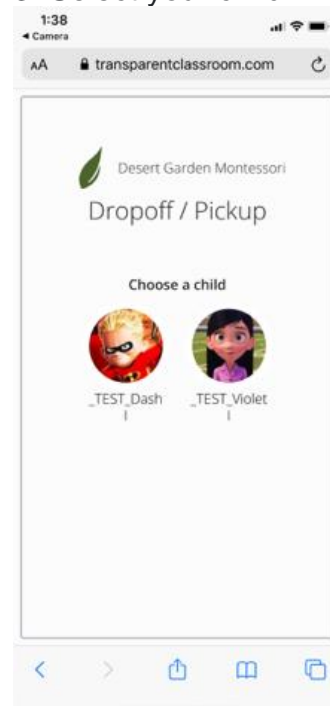
NOTE: *The steps below apply to pickup as well excluding the screener questions.*

1. Scan the QR code. To do this open your device's camera and view the QR code through it **without** taking a photo. You may need to tap a link to go to the website from the QR code.

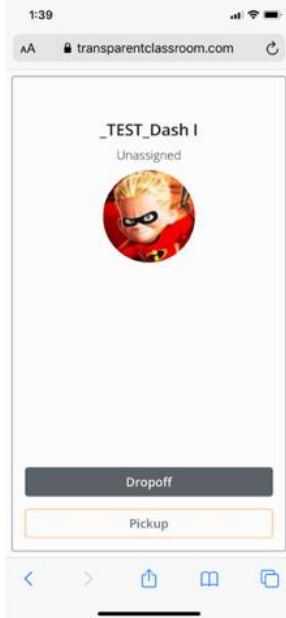
2. Enter your PIN.



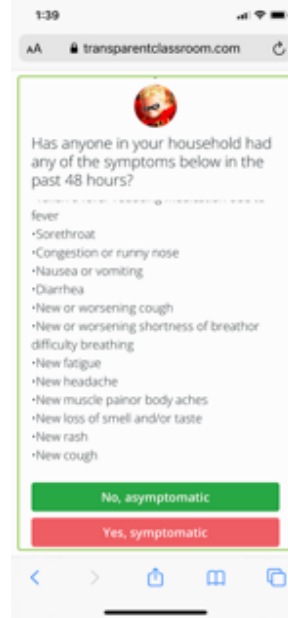
3. Select your child.



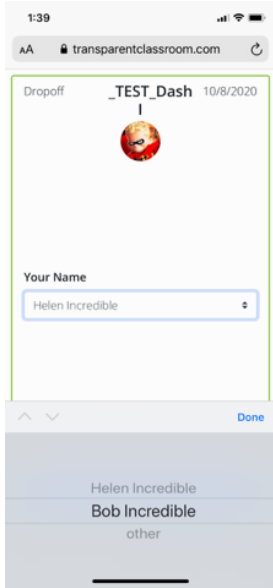
4. Choose drop off



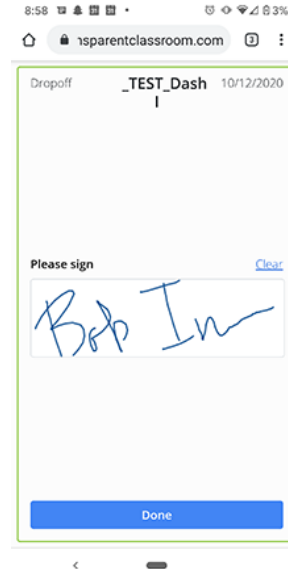
5. Answer the screener question.



6. Select your name from a list of approved adults.



7. Complete the drop off by signing your name.



MODE OF INSTRUCTION TEMPORARY CHANGE

To ensure we have appropriate staffing for the remainder of the semester, changes to Mode of Instruction (from online to in-person or vice versa) will be paused for November and December. **If you would like to change your student's Mode of Instruction before the end of this semester, please e-mail Karen Hurlbert no later than October 19, 2020.**

In health,



Shetal Walters
Executive Director