

April 27, 2020

Dear Students and Parents,

We trust all of you are healthy and safe. The past month has been the saddest month on campus since we have been with the school. Webb is not Webb without you, the students. We hope distance learning has been smooth for all of you.

Tennessee Governor Bill Lee is gradually allowing businesses to reopen this Friday, May 1. This news will enable us to set up a schedule for you to pick up your belongings on campus. If you are a **boarding student** coming to school to pack up your room, here are the guidelines you must adhere to:

1. Please email Mr. Bloom at jbloom@webbschool.com, your top three time slots. Each dorm will only be allowed two students per time slot, and they cannot be roommates or suitemates. If you need to retrieve an item from the **BAC or FAC**, please let us know that as well.
2. Each resident will be limited to two hours to pack up his or her room and will be allowed to have two additional individuals to help them.
3. Students and other individuals who will be packing up a room will be required to wear a mask and gloves while packing.
4. If you or anyone that you are traveling with has a temperature, please do not come to campus.
5. Here are the possible time slots:
 - May 1: 10:00 am-Noon and 1:00 pm-3:00 pm
 - May 2 and 3: 9:30 am-11:30 am, 12:30 pm-2:30 pm, and 2:30 pm-4:30 pm
 - May 4 – 8: 10:00 am-Noon and 1:00 pm-3:00 pm
 - May 9: 9:30 am-11:30 am, 12:30 pm-2:30 pm, and 2:30 pm-4:30 pm
6. Please leave your dorm key on your desk.
7. Please do not come to campus without a confirmed appointment.

If you are a **day student** and have belongings in the BAC or FAC, you may come during any of the morning times above (May 1, 4-8 from 10:00 am-Noon and May 2,3,9 from 9:30 am-11:30 am) and #3 and #4 above apply as well. Pick-up will be limited to 3 students at a time, and students should quickly retrieve their belongings and leave. Please wait to be allowed into the building by one of the members of the athletic department.

These procedures are in place for the safety of everyone on campus. We understand you may have questions, so please do not hesitate to contact us. We care and miss all of you deeply.

Be safe and take care of yourself,

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