

3/17/20

Dear Archway Glendale Families,

We hope you are doing well during this difficult time. Don't forget to check the Great Hearts web page dedicated to Coronavirus frequently: [Great Hearts Coronavirus Update Page](#) .

The Archway Glendale school nurses will be on campus tomorrow, Wednesday, 3/18, from 9 to 2 for families who would like to pick up their student's medication. Please follow these guidelines for picking up medication:

- 1. Email the [nurses](#) to let them know you are coming.**
- 2. Place your pickup tag in a visible location on your dash and park on the curb near the school office entrance. The nurses will look for you and bring the medication out to you - no need to get out of your vehicle.**

Re-enrollment appointments have been cancelled for this week. Please don't worry about re-enrollment at this time. If your student wants to return to Archway Glendale, he will have a seat. If you have not had a chance to log onto the enrollment portal to complete re-enrollment, you can still do that during this time.

Yesterday we notified you that the office will be manning the office@archwayglendale.org email address remotely during this time. Please use this email for questions, concerns, etc. We decided today that it would also be a good idea to have open phone hours as well. The office will remain closed, but we will answer the phone between 8 and noon every day, beginning on Thursday, March 19th.

Great Hearts built a webpage on our website that will house the student grade level packets. You should receive a link and password to that webpage via email on Monday, March 23rd. If your family needs a physical copy, please email [Erinn Mobley](#). Details on how to pick up physical packets will be sent to those families directly.

Please know the Archway Glendale faculty and staff are missing our students, volunteers and families. You are all in our thoughts and prayers.

Sincerely,

Jack Kersting
Headmaster