

## UDASD REMOTE EDUCATION MATERIALS PICK-UP

### STEP ONE: COMPLETE THE TECHNOLOGY ACKNOWLEDGEMENT USING THE SAPPHIRE COMMUNITY WEB PORTAL.

Both the parent and student must complete the Technology Acknowledgement prior to picking up their materials/iPad. The parent will log into the Community Web Portal and complete the parent version of the form. The child must then log into the Community Web Portal and complete the student version of the form. Directions for obtaining a Community Web Portal account and how to complete the online student data forms can be found on our website at: <https://udasd.org/community-web-portal>. Both the parent and student must create their own Community Web Portal account unless they already have an account within Sapphire Community Web Portal.

### STEP TWO: PICK UP MATERIALS ON THURSDAY, AUGUST 20TH BASED ON THE INFORMATION BELOW.

Please **STAY IN YOUR VEHICLE AND WAIT IN LINE** at your child's school. Please also be patient as we work as quickly as possible to provide materials to all students.

Elementary should pick-up in the elementary bus circle.

Middle School should pick up in the middle school bus circle.

High School should pick up along the curb in front of the main entrance.

Student Group	Time Period
Student last names beginning with A, B, C, D, and E.	8:30 AM – 9:30 AM
Student last names beginning with F, G, H, I, J, K, and L.	9:30 AM – 10:30 AM
Student last names beginning with M, N, O, P, Q, and R	10:30 AM – 11:30 AM
Student last names beginning with S, T, U, V, W, X, Y, and Z may pick up during the following times	11:30 AM – 12:30 PM
Anyone who could not pick up materials during their assigned time.	1:30 PM - 3:00 PM

**Note #1:** If you have children who have different last names, you can pick the time period for one of your children and you will be able to get materials for all of your children.

**Note #2:** Your child does not have to be in the car to pick up materials and you can have other people pick up materials for your child as long as you have already paid for the insurance on the iPad or send the \$25 with the person picking up your child's iPad and materials. The person picking up the materials must have your child's name and grade level.