

# HSS STUDENT CHROMEBOOK DISTRIBUTION PLAN DRIVE-THRU\*

-Before Arrival-

Make sure that you have filled out the Chromebook Liability Form

## STEP 1

- Arrive to the campus and proceed to Chromebook pickup area utilizing the drive-thru line\*\*
- The student **MUST** be present during pickup
- Each student/parent **MUST** know the student's school ID number
- Do **NOT** exit your vehicle

## STEP 2

- We will verify the completion of the liability form \*\*\*

IF VERIFIED:

- Please open your vehicle's trunk
- We will place the Chromebook and accessories into the trunk

## STEP 3

- We will safely close the vehicle trunk
- Safely exit the pickup line
- Pick up is completed

## **IMPORTANT**

\*Please, follow the given steps and be patient.

\*\*Please, adhere to the given time parameter by last name.

\*\*\*Please, be sure to fill out and submit the online liability form by the given due date.

We will NOT be able to provide you with a chromebook if you have not previously filled the liability form by the given due date.

**PLEASE,**  
**WEAR A MASK**  
**AND**  
**ADHERE TO SOCIAL**  
**DISTANCING RULES**