



NYC Museum School  
333 West 17<sup>th</sup> Street  
New York, NY 10011

(212) 675-6206 - phone  
(212) 675-6524 - fax  
[www.nycmuseumschool.org](http://www.nycmuseumschool.org)

Daisy Fontanez, Principal Assigned  
Joel Lowy, Assistant Principal  
Laura Hindelong, Assistant Principal

September 11, 2020

Dear Museum School Community,

In an effort to ensure the health and safety of all members of our community, please take a moment to review the following policy changes for the 2020 fall term.

**Entry 8:15am – 8:45am:**

All students must enter the building through **DOOR B ONLY**, which is located on 17<sup>th</sup> Street between 8<sup>th</sup> and 9<sup>th</sup> Avenues (closer to 9<sup>th</sup> Avenue). After students enter through Door B, they will walk across the 1<sup>st</sup> floor (passing the cafeteria) directly to **STAIRCASE A** where they will be able to go up to the 2<sup>nd</sup> floor. Staircase A will bring you directly in front of room 201 where you can then proceed to your 1<sup>st</sup> period class. **Students arriving after 8:45am should report directly to their 1<sup>st</sup> period class. Students do not need to report to the dean's office for a late pass.**

**Breakfast:**

Students that choose to bring their own breakfast must plan to eat outside. No student will be allowed to eat outside breakfast while in the school building. Students that choose to take a school Grab-and-Go breakfast will be permitted to eat socially distant from one another in the cafeteria. All students must plan enough time to make it to class by 8:45am whether they choose to eat in school or out.

**Lockers:**

Lockers will not be assigned for the fall 2020 term. We will revisit the possibility of assigning lockers for the spring term.

**Dismissal:**

All students must use **Exit A and B** for dismissal (same staircases as morning entry). Students are expected to exit immediately at the end of period 7 and use the staircase assigned to their classroom. No student will be allowed to linger or congregate inside the school building after their last period class.

**Assigned Dismissal Exits:**

- Please make sure to use **Exit A** if your 7<sup>th</sup> period class is in room **201, 202, 203, 204, 205, 206, 207, 208, 209, 210, and 224.**
- Please make sure to use **Exit B** if your 7<sup>th</sup> period class is in room **211, 213, 214, 215, 216, 218, 219, 220, and 233.**

Thank you,  
Ms. Skirianos