

# Classroom Central



## 2017-2018 Shopping Policies

By shopping with Classroom Central, you understand that all items received are to benefit the school, student, and the classroom only. All items distributed are in good faith, and are “as is.” Eligible staff includes: full-time teachers, facilitators, counselors, media specialists, principals, assistant principals, and deans. At this time support staff (teacher assistants, administrative staff, student teachers, substitute teachers, custodians and positions assigned to other departments) are not eligible to shop.

### **Free Store:**

- A photo ID is required at check-in, school ID preferred.
- If you can't make your appointment and want to send someone to shop for you, the proxy authorization form **must** be completed and signed prior their arrival.
- No guests are allowed to accompany shoppers.
- No food or drinks are allowed in the store.
- Cell phone use should be minimal.
- For safety purposes, no children are allowed in the store.

### **Classroom Up (CMS ONLY):**

- All orders must be placed during the specific shopping windows (see Teacher Page ordering dates)
- Orders can only be placed by the recipient

### **Mobile Free Store (Gaston, Kannapolis, Union, Iredell-Statesville & Lancaster):**

- All registrations are via link sent to teachers email
- All slots are first come, first serve
- If you can't make your appointment and want to send someone to shop for you, the proxy authorization form **must** be completed and signed prior to their arrival. Eligible school employees only may shop as a proxy. No friends or family members which include spouses.