



The Supply Zone for Teachers, a service of Brevard Schools Foundation, is a store that distributes **free** school supplies to teachers for use in the classroom. The Supply Zone serves Brevard Public Schools with an emphasis on schools with the most students participating in the Free and Reduced Lunch Program. It is centrally located at the Clearlake Education Center, 1225 Clearlake Rd, Cocoa FL 32922.

Teacher Shopping Policies

- Eligible teachers may shop once per semester, either in the store or by ordering a supply kit. **Teachers cannot shop for other teachers.**
- A photo ID is required to shop. Please check in at the front desk upon your arrival. Your school ID is preferred but a driver's license may be used. We must be able to verify employment at a qualifying school to be eligible to shop.
- Each eligible school has specific dates on which they are invited. *Refer to the Shopping Schedule for your school's dates.*
- Please respect store hours. On shopping days, hours are limited to 2:30 PM – 6:30 PM. **Check-in closes promptly at 6:00 pm.**
- If you feel sick, please refrain from coming to the Supply Zone. Contact us-we will give you a raincheck that you can redeem on another day.
- For liability reasons, please do not bring your children into the store.
- Per grant requirements-**all items from the Supply Zone are for student and classroom use only.** Supplies are not for the use of your own children or personal use outside of the classroom.
- **Selling Supply Zone products is strictly prohibited.** If an individual is discovered to be selling our products, they will be banned from all future Supply Zone activities, events, and giveaways.
- **Please DO NOT leave shopping carts in the parking lot!** They will be stolen, and we do not have the funds to replace them. If you are unable to return a cart due to physical restrictions, **we'll be happy to help you.**
- We welcome you to explore our shelves to find exactly what you are looking for! However, please be kind and do not leave our merchandise all over the floor when you are done. Thank you for being considerate to our staff and volunteers in this regard!
- All items are distributed in good faith and are "**as is.**" Please do not return any damaged or defective items to the Supply Zone or donor company – please recycle or discard them.
- Quantities are limited. To ensure we have supplies available for all teachers, please respect item quantity limits as stated on your shopping form.
- Please respect our staff and adhere to all safety standards. We have a very small team and depend on our volunteers, so we ask that you always treat them with courtesy.
- The Supply Zone does its best to monitor the type and appropriateness of products placed in the store. However, due to the number of products being distributed, the Supply Zone asks that teachers **please monitor all products before distributing them to students or placing them in the classrooms.**

Shopping privileges may be revoked for abuse of our shopping system or for other infractions. We reserve the right to share any shopping information with your school administrator(s).