



Dear Parents:

The possibility always exists that weather or other emergencies may require schools to close on very short notice.

Your children should be informed about what to do if schools are closed. Due to the seriousness and potential dangers, please discuss this matter with your child.

We would like to know what your child should do in the event of any such emergency.
PLEASE RETURN THIS LETTER, FILLED OUT BELOW.

If your child is a bus student and you do not want them to ride the bus, please inform their teacher.

Our main objective is to evacuate the building as safely and quickly as possible. During a crisis of this nature, the phone line is constantly tied up, making it almost impossible to call in or out. This is another reason we need to know what to do without having to call home.

TO: _____ STUDENT'S NAME _____
(Teacher's Name)

If school must be closed during the day, please have my child:

_____ 1. Go home with _____
(Parent's name and phone number)

_____ 2. Other (Specify) _____
(Any other individual who will be picking up the student and phone number)

_____ 3. Ride Bus (all students must be met by an appropriate parent/guardian)

Date

Parent's Signature