

# TATAMAGOUCHE ELEMENTARY SCHOOL

## Unexpected Early School Closures

As you know our winter weather can change quickly and unexpectedly. Unfortunately there are times when school is closed part way through the day to ensure the safe travel for our students. Unexpected early closure also can happen in the event of a power outage or other system malfunction at school. Early school closures will be announced on Cat Country 99.5 & Big Dog 100.9 & ECFM 94.1. We will also post the closure on our Facebook page as soon as we have confirmation from the school board that school is closing.

On early closure days the office becomes a hectic place with phone calls from parents and parents coming in to pick up children. We appreciate your patience as we work to ensure that every child goes home safely. School staff will contact all parents or alternate contacts, so it is critical that we have your most current information. Please call us with any changes.

**If we cannot contact you or an alternate contact, your child will remain at school until we reach you and you arrange for someone to come and pick him/her up.**

**On days when bad weather is forecasted and an early closure is likely, it would be very helpful to write a note in your child's agenda, telling the teacher where to send your child. That saves time and a phone call.**

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Student: \_\_\_\_\_ Grade: \_\_\_\_\_

Teacher: \_\_\_\_\_

Parent or Guardian: \_\_\_\_\_ Phone # \_\_\_\_\_

Alternate contact: \_\_\_\_\_ Phone # \_\_\_\_\_

**Please check ONE of the following boxes, indicating your child's Early School Closure plan and return the form:**

**On a day that school is closed early I require a phone call.** (If we cannot contact you or the alternate contact listed above, your child will remain at school until we reach you and you arrange for someone to come and pick him/her up.)

**The school does not need to contact me in case of early closure. On a day that school is closed early my child will do the following, which is a change from the normal routine:**

\_\_\_\_\_  
\_\_\_\_\_

**The school does not need to contact me in case of early closure. My child will follow the plan already in place for that day.**

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_