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ADMINISTRATION

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Dear Parent/Guardian:

As the winter approaches, preparations for emergency school cancellations are in process. School cancellations related to snow, ice and other unexpected emergencies will be reported via School Messenger as well as on local radio and TV stations: WTIC-FM 96.5, WTIC-AM 1080 OR WFSB (TV3) AND WVIT (TV 30).

Normally, a School Messenger is sent no later than 5:45 a.m. and an announcement is made between 5:45 a.m. and 7:45 a.m. by the media on the day of the cancellation or delayed opening. I urge you to listen to weather related announcements on the radio or television rather than contacting your child's school or Central Office.

#### **DELAYED OPENING**

Weather conditions may require a delay rather than a closing. Delays will be for **two hours**. This means all bus pick-ups will occur **two hours** later than usual. In addition, all school opening schedules will be delayed **two hours** for staff and students. When a delay is announced, there will be no morning pre-school programs. However, the afternoon pre-school will occur according to the regular schedule. Also, lunch will be served on these days and the dismissal time will remain the same.

#### **EARLY/DELAYED DISMISSAL**

Occasionally, inclement weather starts after the school day begins, so it may be necessary to release students early, delay dismissal (in the event of an emergency, e.g., a tornado watch), and/or cancel after school activities. The decision to release early, delay dismissal, and/or cancel after school activities, however, will be reserved for the most extenuating circumstances given the inherent difficulties that we know many parents face in making arrangements for their child's arrival home. If circumstances require an early/delayed dismissal or after school program cancellation, the announcement will be made as soon as possible via School Messenger and on the above listed radio and television stations. We ask all families to plan in advance for this early/delayed dismissal, and/or after school activities cancellation announcement. Please make arrangements to have someone meet your child at the bus stop or at your home if you are unable to be home due to work commitments.

#### **ONE FINAL NOTE...**

The weather and road conditions are often quite different in various parts of town. The decision to hold school is based upon the general conditions. Some isolated areas may experience much worse weather, and parents must use their own judgment with respect to sending their child/children to school.

Thank you for your continuing support of the East Windsor Public Schools.

Sincerely,  
Theresa M. Kane, Ed. D