

# Madeira City Schools

## Emergency School Closing Information

Dear Parent,

During each school year conditions may arise which would cause us to dismiss school early. While the reasons to do so would most likely be related to weather conditions (snow), other conditions such as loss of electrical power or water, damage due to a storm, or other emergency circumstances could require an early dismissal. While an unexpected early dismissal from school will be a last resort, we want you to be aware of our procedures in advance.

In the event of an early dismissal, we will use the following procedures:

- A.) Our automated phone system will contact your home phone number and parent mobile phone numbers that you have provided to be used in case of an emergency. If you **do not** want to be on the automated dialing system and/or **do not** want one or more of your numbers called, please sign the below Opt Out form and return it to your student's school.
- B.) Radio and television stations will be notified.
- C.) An email will be sent to all addresses subscribed to the school listserv. (To subscribe, go to the building home web page and click on the email listserv icon and follow the directions).
- D.) A message will be sent out through our district social media outlets.
- E.) If possible, bus transportation will be provided. Please note that students will only be permitted to ride their assigned bus.
- F.) Children who are being picked up by another parent will only be released to those person's indicated on their emergency information card.

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### **Automated Dialer Opt Out\*\*\*\*\*complete this portion ONLY if you DO NOT want to receive calls via the automated system**

Please complete and return to your child's school office **ONLY IF YOU DO NOT WANT** to receive emergency school closing information through the automated dialing system.

\_\_\_\_\_  
Please Print Child(rens) Name(s) and Grade(s)

\_\_\_\_\_  
Please Print Parent Name

- I **do not want** the following phone numbers called using the automated dialer.

\_\_\_\_\_

\_\_\_\_\_  
Signature

Please see the reverse side of this sheet for the typical school weather alert information.