



TO: All Parents/Guardians

RE: Emergency Release

On occasion it becomes necessary to release students before the end of the school day if emergency conditions arise. For clarification purposes, an emergency is any activity that causes school to dismiss early, including: flood, snow, ice, heat loss, power loss, volcano eruption, earthquake, windstorm, or other. In most situations, it is necessary for the superintendent to anticipate how serious the situation may become. He cannot wait until conditions are dangerous before sending the students home.

If bus transportation is available it is most desirable to have your child sent to their usual after-school destination. *If conditions do not allow walkers to walk home as usual, they will be held at school until a parent or other authorized adult can be contacted.* The safety of your child is the first factor to be considered in any emergency situation.

If you are comfortable having your child follow his/her normal after-school routine, please write "*normal routine*" in the space below. If for any reason you **do not** wish your child to follow their normal after-school routine, please indicate below what procedure you would like us to take in the event of an early release resulting from emergency conditions.

Student name: \_\_\_\_\_ Rm. #: \_\_\_\_\_

Instructions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Parent name (please print)                      Parent/guardian signature                      Date

Daytime telephone #: \_\_\_\_\_ Cell phone #: \_\_\_\_\_

Alternate person to call: \_\_\_\_\_ Phone #: \_\_\_\_\_