

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.

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.

Madeira City Schools
7465 Loannes Drive • Madeira, OH 45243
Phone: 985-6070

**2019-2020
WEATHER ALERT INFORMATION**

Please place this information where it may be easily located in the event of inclement weather.

Dear Parent(s):

In the event of inclement weather, schools may be either cancelled or be placed on a 2 hour delay. This information will be announced on local television and radio stations. An email will also be sent to those on the Parent Listserves. Parents will also receive a phone notification through the automated dialing system. We try to make our determination by 6:00 a.m. If you do not wish to be contacted using this system, please complete the Opt Out information on the reverse side of this sheet.

On days when a 2 hour delay is in effect, schools and special programs will begin according to the schedule below. **Buses will pick up students at their regularly scheduled stops 2 hours later than their usual time** (with the exception of ***P.M. Kindergarten***, please see specific times below*). All Private/Parochial transportation will also be delayed 2 hours.

*** School starting times will be as follows ***

- Champions Programs** (Before school program)..... **9:00 a.m.**
- Madeira High School** (Grades 9-12) **9:35 a.m.**
- Madeira Middle** (Grades 5-8)..... **10:00 a.m.**
- Madeira Elementary** (Grades PreK-4)..... **11:00 a.m.**

***PLEASE NOTE:**

- All Day Kindergarten* will be **11:00-3:30**
- A.M. Kindergarten* will be **11:00-1:15**
- P.M. Kindergarten* will be **1:15-3:30**
- All A.M. Kindergarten will be required to bring a packed lunch**

Champions Programs (MES After school program)..... **Regular Time**

In the event of inclement weather arriving after the start of the school day, students in elementary and middle school will not be released except upon direct contact with the parent or person(s) listed on the student's emergency card. ***If bus transportation cannot be provided, students will be kept at school until a parent can pick up their student.***

Please let us know if you have any questions.

Sincerely,
Kenji Matsudo
Superintendent