

St. Agatha 2007-2008
Procedures for Emergency Closure

If an emergency occurs or the winter weather hits after school is already in session, please listen to the radio for school closings throughout the day or check our school website. If Upper Arlington and /or Columbus schools close, Saint Agatha School **WILL NOT CLOSE** until 3:00 p.m. and Child Care **WILL REMAIN OPEN** until 6:00 p.m. **If the buses arrive early, your children will be dismissed.** Attempts will be made by the school office to contact parents of bus riders, first. It is best if you do not call the office during an emergency. Please discuss with your children the procedures you want them to follow if the bus takes them home from school early.

If you hear that public schools are dismissing early, and you choose to pick up your child before 3:00, come to the office to sign out him or her in the customary manner. There is no need to call ahead and it may be difficult to get through.

If your child normally walks home from school, and you would like to have him or her dismissed from school early, you will need to fax permission to school at 488-5783. Written permission is required.

We ask that every family fill out the form below and return it to school in your envelope Monday.

Name(s) of student(s) _____

Grade(s) _____ Teacher(s) _____

Person to be contacted if buses pick up early: _____

Phone Number: _____ Alternate Phone Number _____

Check to verify: _____ I have discussed plans with my child/ren for early dismissal.

My child/ren _____ ride a bus, _____ are picked up, _____ walk home, _____ go to Child Care.

Special Arrangements We Should Be Aware Of: