

**Cool Spring Elementary School
Emergency Early Dismissal Plan
2019-2020**

Please complete the information below and return the form to your child's teacher during Open House.

In an effort to ensure your child's safety and to prepare for any emergency school closings we request that all parents devise an emergency plan for their children. Should an early dismissal occur, it would be necessary for us to know your preferred afternoon transportation. Daycare centers will provide transportation to their facilities as usual.

If this information changes at any time, please notify your child's teacher immediately.

Thank you for your prompt attention to this matter.

Child's Name: _____ Teacher/Grade: _____

Should it become necessary to close school early due to extreme weather conditions or an emergency, my child should (please check only one):

1. _____ Ride same bus home as usual. Bus # _____
2. _____ Ride bus home with a friend. Bus # _____ Friend's name: _____
3. _____ Go home by car as usual.
4. _____ On this particular day, go home by car. The following individuals have my permission to pick up my child:

5. _____ Ride daycare van as usual. Name of daycare: _____
6. _____ Other: _____

Please list phone number(s) should we need to contact a parent during the day:

Home # _____ Other: _____

**** If information needs to be changed throughout the school year, please contact your child's teacher in writing or complete a new form.****

Please be sure this plan is accurate. If inclement weather is expected, please review this plan with your child.
Thank you for helping us ensure the safety of our students.

Signature of Parent/Guardian: _____ Date: _____