

Dear Parents and Guardians,

We are updating our contact information in response to the plumbing incident that happened on February 20th regarding an early dismissal. We are aware that some phone calls and emails were not received and we are working diligently to resolve this issue. As a result, we are creating two groups of contact information and phone numbers. Please fill out and return the form below by Tuesday, February 26th.

GROUP 1 will be utilized in the evening or early morning hours prior to school starting. This group will primarily be used for school closings due to inclement weather. Please include names and phone numbers of parents/guardians on this list. If you do not have a land line or do not answer it often, please include cell phone numbers.

GROUP 2 will be utilized when school is in session or about to be in session. Students will be in school, and people may be at work at this time. This group should contain the names and phone numbers of parents/guardians as well as anyone who would normally pick up your child from school. ALL phone numbers provided in this group will be called.

EMERGENCY CALLING FORM - PLEASE PRINT

FAMILY NAME _____ ***PRIMARY EMAIL:*** _____ ***BUS #*** _____

STUDENT: _____ ***GRADE:*** _____

STUDENT: _____ ***GRADE:*** _____

STUDENT: _____ ***GRADE:*** _____

STUDENT: _____ ***GRADE:*** _____

GROUP 1:

NUMBERS TO BE CALLED:

NAME & RELATIONSHIP

1. _____

2. _____

3. _____

GROUP 2:

NUMBERS TO BE CALLED:

NAME & RELATIONSHIP

1. _____

2. _____

3. _____

4. _____

