

**ST. FRANCIS CATHEDRAL SCHOOL  
2009 – 2010**

**Weather Related School Closings:**

The school is using the *Instant Alert System* for communication to our families. A letter was sent home in September explaining the system. You need to go into your online profile and indicate where you would like communication sent. You can access your profile by going on-line: <https://instantalert.honeywell.com>.

**ALTERNATE WAYS TO RECEIVE COMMUNICATION FOR SCHOOL CLOSINGS:**

Please listen to WCTC 1450 AM (or log onto [WWW.WCTCAM.COM](http://WWW.WCTCAM.COM)) or on TV, News 12 New Jersey (or log onto <http://www.News12.com>) MAGIC 98.3 will no longer be announcing closings on-air but will post on their website at [WWW.MAGIC983.COM](http://WWW.MAGIC983.COM) should inclement weather conditions or some other reason indicate that school should be closed for the day. These stations will be informed and the closing will be announced periodically by that station or on TV or will be posted as early as possible and updates will be posted on their websites.

Sometimes weather conditions are such that simply delaying the start of the school best serves the safety and convenience of students, parents and staff members. In the event of a delayed opening, school will **begin at 9:30 a.m. rather than 7:50 a.m.** Please be aware that a “delayed opening” can change to a “closing” if conditions worsen. Please listen to the radio announcements, watch Channel 12 News, or check the websites to ensure that you have up-to-date information.

**BEFORE CARE:** On a delayed opening Before Care begins at 8:30 a.m.

**PRE-K:** If your child is enrolled in a half-day morning session and there is a delayed opening, then there is **no morning pre-k for that day.**

**Emergency School Closing – Early Dismissal Procedure:**

If the school needs to close early due to the weather or an emergency situation **not weather related**, the following procedure will be followed:

Please **do not call the school** since we need to keep the phone lines open for any information we need to get to you. If a student is to be released to someone other than yourself, then you need to tell the Class Parent so they can inform the School Office. If you cannot reach your Class Parent then call the School Office. Children will not be permitted to leave school a different way than they usually do (i.e., bus, car, walk) without authorization from a parent. It is very important that you have given your emergency phone numbers to your Class Parent.

**WCTC 1450 AM; CHANNEL 12 NEWS, MAGIC 98.3;** will be informed so that our announcement will be made or put on the internet. You can access the radio stations on: [WWW.WCTCAM.COM](http://WWW.WCTCAM.COM). Channel 12 News runs a banner at the bottom of the screen of your TV with the names of the schools closed, early dismissals or delayed openings; Cablevision - Channel 12; Comcast - Channel 62; Time Warner - Channel 12; Service Electric - Channel 12. You can also access it on the internet at: <http://www.News12.com>. Also, MAGIC 98.3 will no longer be announcing closings on-air. Closings will be posted on the website at [WWW.MAGIC983.COM](http://WWW.MAGIC983.COM).

**Please be aware that currently we have the Instant Alert System. A letter was sent home in September explaining the system. You need to go into your online profile and indicate where you would like communication sent. You can access your profile by going on-line: <https://instantalert.honeywell.com>.** You can also listen, watch channel 12 News, WCTC 1450 or check the websites for weather related school closings, delayed openings or emergencies.

12-09

