



Dear Parents and Guardians,

It is once again the time of year to provide you with a reminder of the emergency closing procedures that 21st Century Preparatory School follows. These procedures will be followed in the event the school must be closed because of a snowstorm or other emergency conditions.

There are three possibilities for closing school, which may be considered based upon weather conditions:

Option #1 - Schools will be closed for the day - The decision will be made early in the morning, and radio and TV stations will be notified that school will be closed. There will be no after-school activities.

Option # 2 - Delayed Start – Two Hours - Radio, TV stations and other media will be notified that school will start two hours later than their usual starting time. Students who walk to school should plan to arrive at school two hours later than the normal arrival time. Students will be dismissed at their regular dismissal time at the end of the day.

5-Year-Old Kindergarten - When the two hour delay option is used, 5-year-old kindergarten students will begin their school day two hours later than the usual starting time. They will attend school the same hours as students in grades 1-8.

K4 Half-Day - When the two-hour delay option is used, there will be no regular morning 4-year-old K4 classes. Afternoon 4-year-old K4 classes will be held at the normal starting and dismissal times.

Option #3 - Early Dismissal: There may be times when weather conditions or other emergency situations require schools to close early. Again, should such a situation arise, local radio, TV stations and other media will be notified and asked to announce the early dismissal.

The notice that schools are closed or that they will have a delayed start or early dismissal will be broadcast over the following media:

WTMJ 620 AM	WEZY 92.1 FM	WITI-TV Channel 6
WOLF 920 AM	WLWK 94.5 FM	WISN-TV Channel 12
WRJN 1400 AM	WKKV 100.7 FM	WDJT-TV Channel 58
WISN 1130 AM	WRNW 97.3 FM	WTMJ-TV Channel 4
	WMIL 106.1 FM	www.journaltimes.com

(Continued on back)

We realized that any change from the normal school schedule may cause some disruption, but there may be conditions which make it unavoidable. The above options will be utilized sparingly and only when conditions make such procedures absolutely necessary. It is very important, however, that you be prepared for such an emergency. I would ask that, if necessary, you make arrangements for alternate supervision for your child/children with a friend, relative or neighbor. Our goal is to provide optimum welfare and safety for all students.

Thank you for understanding regarding this procedure.

Sincerely,

Mrs. Arletta Tucker
Principal