

# Winter Emergency Procedures

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For use in the 2016-2017 school year, please follow the times below:

## **ON A NORMAL DAY**

### Grades K-8

Drop off begins at 7:25  
First bell rings at 7:40  
Second bell rings at 7:45

### Pre-K 3 and Pre-K 4

Early drop off (with additional fee) 7:30  
Day begins at 8:30

## **When there is a delayed opening please use the following times:**

### **Delayed Opening Schedule:**

#### Grades K-8

Drop off begins at 9:25  
First bell rings at 9:40  
Second bell rings at 9:45

#### Pre-K 3 and Pre-K 4

Drop Off 9:30  
Day begins at 9:40

IF there needs to be an early dismissal...Honeywell Instant Alert will be used to contact parents and the 'usual' time of closing is 12:15. If school is closed early ALL after school and evening activities are cancelled...this includes but is not limited to AfterCare, sports, and scouts.

Thank you and we hope we have a safe and uneventful winter!

The Faculty of St. Elizabeth School