

Eagle Ridge Elementary

Severe Weather Dismissal Procedures

We know that normal dismissal procedures can be interrupted due to severe weather events. The decision for a severe weather dismissal is based on many variables and is made with the information that administration has at the time. Weather can be unpredictable and change at a moment's notice; therefore, students, staff and parents need to be able to adjust as needed. If we have a severe weather dismissal, administration will notify parents and staff using Parentlink by 1:30 p.m. Please make sure you have text and voice calls enabled on your phone so you can receive important information as it unfolds.

Please discuss alternate arrangements for your children in case of severe weather, especially if they usually bike, walk or you park and walk up and get your child.

On days when we have light rain, students will be dismissed normally, unless you have made special arrangements with your child.

If there is severe weather, we will follow the procedures outlined below:

1. The parking lot will be locked - parents who normally park and walk up to the gates to pick up children, will need to join the car line. The parking lot gates will remain locked until weather clears.
2. Please stay in your vehicle - Starting at 1:35 p.m., Staff will come to each car to gather the name of the student and relay the name to the front office over the radio. Car tags are an important part of this system! **Anyone without a car tag slows down the line.** Please do not leave cars unattended in the car loop during severe weather dismissal.
3. The office will call students down to be dismissed one-by-one over the intercom. Students will exit the front gates and be loaded into the cars in the car line. All other students will remain in the classrooms until their name is called.
4. Special Programs will be escorted out to the Bus Loop starting at 1:45 p.m.
5. Aftercare students will be dismissed at 1:55 to the cafeteria.
6. Bus riders will be dismissed to the Bus Loop at 1:55 p.m. and wait under the awning or in the cafe.
7. If parents walk up and not in a car- Parents need to form a single file line at the single point of entry. This is not ideal in severe weather and not recommended. However, when it is safe a staff member will come out to take the names of the students from the door of the front office and call your child down one-by-one.
8. Since the front office will need to focus on calling students down over the intercom, we are asking parents not to try to enter the front office or call the office during a severe weather dismissal unless it is an emergency.
9. All parent teacher conferences will be rescheduled if severe weather dismissal is still active at 2:00 p.m.
10. In extreme situations, **ALL** students will need to stay in the classrooms and not be released until the severe weather lets up. This will happen in the event of a TORNADO WARNING or when there is significant lightning.

Please remember that our students' safety is our utmost concern. We ask for your patience, as dismissal will be delayed if there is severe weather in the area.

Thank you for your continued support.

Lindsey Sierra, Principal