

**ZCS Elementary School  
Early Dismissal Form  
2018-2019**

**PLEASE READ THIS CAREFULLY BEFORE COMPLETING THE FORM ON PAGE TWO**

Early dismissals from school are rare, but they do occur from time-to-time and at virtually ANY time of year (power outages, broken water lines, impending blizzards and other weather related events). We are asking that each family make and report to us **prior arrangements** when such events occur so that your child(ren) knows where s/he should go in case school is dismissed early.

Please plan ahead and make arrangements for your child. Decide upon a place for him/her to go in the event that school must close early. **If your child is to go home, please be sure s/he can get into the house.** If school does close **IT IS VITAL** that your child knows where to go and what to do. **PLEASE MAKE SURE YOU DISCUSS THIS PLAN WITH YOUR CHILD.** S/he needs to know that there is a safe place waiting for him/her.

**Please keep in mind that the School Messenger system will contact you if an early dismissal is going to occur. Should this system be unavailable, be advised that we will also provide dismissal information to local radio and TV in the hope that they can and will broadcast the information timely.**

If you want to use the ZCS-GROW's Occasional Care BAC program in the event of an early dismissal, your child must be registered prior to the day of service. Register at <http://zcsgrow.zcs.k12.in.us>. Only registered students may attend the ZCS-GROW programs including BAC or middle school JAM when there is an early dismissal from school.

Thank you for your assistance in communicating this important information with your child and school staff.

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**Please return this form to the school office by Friday, August 31, 2018**

**In case of early dismissal my child should (choose one of these four options):**

Ride the bus **home\***.       Walk home.       I will pick my child up.

Attend BAC at school, as BAC is open\*\* in the event of an emergency school closing.

**\*ZCS cannot guarantee** that ROCK/Boys & Girls Club or any other child care provider will be open in the event of an emergency school closing.

**\*\*UNLESS THE COUNTY HAS DECLARED A SNOW EMERGENCY OR THE REASON FOR CLOSURE IS A PUBLIC SAFETY ISSUE AT YOUR CHILD'S SCHOOL—such as a power outage, water problem, or evacuation due to smoke or fire.**

**IN THE EVENT OF AN EMERGENCY SCHOOL CLOSING,**  
**WE HAVE DISCUSSED OUR PLAN WITH OUR CHILD**

Child's Name \_\_\_\_\_

Grade \_\_\_\_\_ Teacher \_\_\_\_\_

\_\_\_\_\_ Cell Phone \_\_\_\_\_

(Parent Signature)

**PLEASE RETURN THIS FORM**  
**TO THE SCHOOL OFFICE BY Friday, August 31, 2018.**

**IF ANY INFORMATION ON THIS FORM CHANGES DURING THE SCHOOL YEAR, PLEASE NOTIFY THE SCHOOL OFFICE IMMEDIATELY.**