

Hazelwood Elementary School
1111 Plott Creek Road
Waynesville, NC 28786

**DIRECTIONS IN CASE OF EARLY SCHOOL DISMISSAL
TO WEATHER, ETC.**

(Child's Name)

Grade)

(Teacher's Name)

The notice from the superintendent's office to dismiss school may be on short notice (30 minutes or less). The announcement would be given to news media by the superintendent's office. With approximately 500 students, there is no way we can contact every parent and notify them of this change in schedule to find out where the student is to go. We also need to keep our phone lines open in case of emergencies. Please fill out this form so we will know your plans for your child. The only way we will deviate from this is if we have a note from you on the day the weather is questionable to do otherwise. If buses are not able to run on side roads and parents are not at the designated pick-up points, we will bring those children back to school and attempt to contact you by telephone.

To stay at Hazelwood on these days in the after-school program, your child **MUST** be officially registered. The after-school program will ordinarily function on early dismissal days unless the media informs the community differently.

PLEASE COMPLETE THE FOLLOWING AND RETURN TO YOUR CHILD'S TEACHER.

☐ Unless specifically notified at the time, my child is to stay in the after-school program. (MUST BE OFFICIALLY REGISTERED.)

☐ My child is to be put on his/her bus to go home.

☐ Other (please explain _____

Parent's signature _____ Date _____

Home Phone Number _____ Work Number _____

Emergency contact person (other than parent) _____

Emergency contact person's phone number _____