

Linton Springs Elementary School
375 Ronsdale Road
Sykesville, MD 21784

Patricia Reed
Principal

Kay Hayes
Assistant Principal

Dear Parents,

In the event of an unexpected early dismissal (snow, ice, other emergency) from school it a very reassuring feeling for students when they know the plan they are expected to follow. Many students do nothing differently, but some may have a different plan that they are expected to follow. We are asking that all students have an early dismissal plan on file that can be reviewed should there be any confusion. An example might be "My child should go home as usual." or "My child should go home as usual and go to (neighbor)'s house." If there is an early dismissal and a student expresses confusion, a staff member would review the plan with the child. It is imperative that you discuss and review this plan with your child frequently so that he/she is very clear and comfortable in the event of an early dismissal. It is also important to contact the school if any changes are made to the plan. This will help minimize students feeling confused and/or upset at dismissal time.

Please know that the county policy states that students are NOT PERMITTED to ride a different bus home in the event of an early dismissal. If your child's plan is to be picked up by someone, the person picking him or her up MUST BE listed on your child's emergency card. We are also asking that you DO NOT have "Call a parent" as your child's plan since this is not a possibility with nearly 700 students.

PLEASE TAKE TIME TO COMPLETE THIS FORM AND RETURN IT TO SCHOOL BY
FRIDAY, SEPTEMBER , SEPTEMBER 2ND.

Sincerely,
Linton Springs Elementary School Staff

**EARLY DISMISSAL PLAN
2011 - 2012**

Student's Name: _____

Teacher: _____

In the event of an early dismissal from school, here is the plan my child is to follow:

I have discussed this plan with my child and he/she is clear on what to do should there be an early dismissal. This is the plan the school staff should share with my child should he/she need to be reminded. **I UNDERSTAND THAT THIS IS THE PLAN THAT MY CHILD WILL FOLLOW. I UNDERSTAND THAT I CANNOT CALL THE SCHOOL IN THE EVENT OF EMERGENCY TO CHANGE THIS PLAN.**

Parent Signature: _____