

Emergency Early Dismissal Form

Dear Parent/Guardian:

In the event of an emergency early dismissal, school staff will not have time to contact the parents of all students to adjust dismissal routines. Please complete this form to explain what routine your child should follow in case school needs to be dismissed early for an emergency. If you do not return this form, then your child's normal dismissal routine will be followed.

Emergency early dismissals may be needed due to various reasons including mechanical building issues or inclement weather. The school district may contact you by automated messages or email if school is dismissed early for an emergency. In addition, local news and radio stations will be contacted so they can broadcast the information.

Please make sure that your child is aware of your plan for early dismissals.

If you have any questions or concerns, please contact:

Name	Title	Phone/e-mail
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Student name: _____

If students must be dismissed early:

Send my child home per their normal routine.

Please send my child home with another student:

Student's name: _____

Student's address: _____

Please send my child to the following person:

Name: _____

Address: _____

Relationship: Family member Friend of the family Other: _____

Name of parent/guardian

Signature of parent/guardian

Date

紧急情况提前离校表

尊敬的家长/监护人：

在因紧急原因需提前离校的情况下，学校的教职人员将没有时间联系所有学生的家长来调整离校例程。请填写此表格，说明您的孩子在紧急情况下需要提前离校时应遵循的例程。如果您不返回此表格，则将按照您孩子的正常离校例程进行。

由于各种原因，包括机械建筑问题或恶劣天气，学生可能需要紧急提前离校。如因紧急情况需提前离校，校区可能会通过自动消息或电子邮件与您联系。此外，校区还将联系当地新闻和广播电台，以便散播信息。

请确保您的孩子知晓您预定的提前离校计划。

如有任何疑问，请联系：_____

姓名：_____

职务：_____

电话/电子邮箱：_____

学生姓名：_____

如学生必须提前离校：

____ 按照学生的正常日程，送孩子回家。

____ 请将我的孩子与另一名学生一起送回家：

学生姓名：_____

学生地址：_____

____ 请将我的孩子送交给以下联系人：

姓名：_____

地址：_____

关系：____ 家庭成员 ____ 家人的朋友 ____ 其他：_____

家长/监护人姓名：

家长/监护人签名：

日期：