

SEVERE WEATHER DISMISSAL PROCEDURES

The following procedures will be enforced in the event of lightning or severe weather in our area:

1. **Immediate Alert:** When lightning or severe weather is detected, an alert will be sent to all staff and parents via email or text message through FOCUS. If necessary, a shelter in place announcement will be made to students and staff via the intercom system.
2. **Inclement Weather Dismissal:**
 - **Car Riders** – If you choose to pick up your child(ren) during a severe weather dismissal, please use the car loop. Students will be in their classrooms and released once their parent/guardian pulls up to the covered walkway.
 - **Walkers and Bike Riders** – Parents, proceed to the front office with your identification to pick up your child, **understanding that you do so at your own risk**. Students will be in their classrooms and released once their parent/guardian arrives in front office. Once the weather clears and it is deemed safe, we will dismiss all walkers and bike riders.
 - **Bus Riders** – Two minutes before the dismissal bell, the dean will announce the buses that are in the bus loop by bus number/route number via the intercom system. Students on buses that have arrived will report to the bus loop. All other bus riders will report to the cafeteria. The dean will remain at the bus loop. The dean will communicate with the administrator in the cafeteria by 2-way radio to dismiss the bus riders as their buses arrive. The dean will announce the arrival of the buses on the intercom system. The administrator in the cafeteria will announce the arrival of the buses in the cafeteria. Bus riders will exit the cafeteria, exit the B wing doors, and report to the bus loop.
3. **Extreme Circumstances (ex. Tornado Watch/Warning) - Hold Dismissal. Shelter in Place.** Students will stay in their 7th hour class. An alert will be sent to all staff and parents via email or text message through FOCUS. The release of car riders, bike riders, walkers, and bus riders will stop. The only exception will be if a parent would like to pick up/sign out their child from the front office, **understanding that you do so at your own risk**.
4. **Safety Over Convenience:** While these procedures may cause some inconvenience, they are essential to ensure the safety of our students, staff, and families.

We appreciate your cooperation and understanding as we prioritize the safety of our community.

Thank you for working with us to keep everyone safe!