

**Our main greeting & the snow day hotline 644-2204 x300 - will also be updated by 6:30am or shortly thereafter.**

Dear Parent/Guardian:

Since winter will soon be with us, the following procedures will be implemented regarding school closure due to emergency conditions.

A. When snow fall is heavy, but not heavy enough to cause school closure, road conditions may make it impossible for our bus schedules to operate on time. Please expect that buses will run late when roads are icy or covered with snow.

B. When roads are icy or covered with snow, **three bus route changes will go into effect.** These changes concern Crystal Springs Road, Camino Heights/Hills, and Cedar Rd. The changes are due to dangerous conditions, which frequently occur in these areas during adverse weather conditions. The changes are: **1.** Crystal Springs Road - stops will only be made at the intersections of Crystal Springs Road & Mace and the intersection at Pony Express & Crystal Springs Road. **2.** Camino Heights/Hills - the only stop for this area will be at the Valero Service Station at the intersection of Highway 50 and Camino Heights Drive. **3.** All stops on Cedar will be moved to the following locations: Alder Market or at the intersection of Mace & Pony Express. Due to the changing nature of road conditions during adverse weather, it may not always be possible to notify parents about changes of these bus stops ahead of time. Consequently, it would be advisable to assume that the emergency changes will be in effect anytime roads are covered with snow or ice.

C. In the event that it becomes necessary to close school for an entire day due to heavy snow or other emergency conditions, announcements of the closure will be broadcast over the following radio stations: KAH1 (950 AM, 101.1 FM). Announcements will also be broadcast on KCRA-TV, Channel 3. **School closure for the day will be determined by 6:00 a.m.;** radio and TV announcements will begin as soon as possible after the need for closure has been determined. We have a new Snow Day feature on our website at [www.caminoschool.org](http://www.caminoschool.org). If you are unable to receive the broadcast messages or access the website, you may call 644-2204, extension 300 for a tape recorded message. As part of a countywide emergency preparedness effort, we are implementing a communication tool that will enable us to send a message to parents within minutes. This automated response system, known as Connect-Ed, will send telephone messages to your family's home, work or cell phones based upon information provided on your child's emergency card.

D. In the event that it becomes necessary to close school early because of heavy snow or other emergency conditions, parents will be informed about the school closure as soon as possible. If it is determined that school needs to be closed prior to regular dismissal times, two options are available to parents. The first option is that school buses will transport students to his/her regular bus stop under emergency dismissal conditions. Please make sure that you have informed your child about methods for gaining access to your home in the event that no one is present at the time of their arrival. You may also wish to make alternate arrangements for a neighbor to care for your child until you arrive home. The second option is to have students remain at school until they are picked up by a parent or other specifically designated adult. Students for whom this option is selected will be supervised by school personnel until all students have been picked up.

From the school district's perspective, the second option is less attractive than the creation of an emergency plan for each family for the following reasons:

1. In the event of a power failure, the building will be without heat.
2. Driving on Snows Road will be hazardous; the more cars coming to school to pick up students, the greater the likelihood of accidents on Snows Road.
3. Phone contact with the school will be very difficult due to use of all available lines to contact parents about the school closure.

Due to problems mentioned above, we encourage as many families as possible to develop an emergency plan so that children can be cared for under optimum conditions. The emergency plan for your family should be known by all members of your family in order to insure your child's safety.

Your cooperation with the understanding of the implementation of these procedures is greatly appreciated. Please keep these instructions for reference as the need arises.

Sincerely,

Eric Bonniksen