

# FOUNTAIN CITY ELEMENTARY INCLEMENT WEATHER PLAN



As we plan for the possibility of inclement weather in the coming months, we need the support and cooperation of our families and staff to ensure that our students reach home safely in the event of an early dismissal from school.

- Please listen to the radio, television, and/or *School Messenger* (automated phone call from Ms. Holt or Ms. Rupeka) for information regarding school closings and early dismissal from school during inclement weather. You can also check the school or district website at [www.knoxschools.org](http://www.knoxschools.org).
- Help us keep our school phone lines open for emergency calls only. Do not call the main office at Fountain City Elementary. Check the district website or the local news for information.
- Please be sure that we have your updated emergency contact list and phone numbers on the Emergency Card you completed at the beginning of the year. Updates can be made by sending in a note to your child's teacher (teachers will communicate the new information with the main office staff) or by coming into the main office in person to make changes in writing.
- Complete the *Inclement Weather Plan* form attached to this note. Teachers and staff will follow parents' request on this form on early dismissal days.

**DON'T FORGET!!**

**Please discuss inclement weather plans with your children so that they are aware of any changes from their routine.** Often, miscommunication occurs when students have not been told of the plans. **This responsibility lies with the parent.** FCE staff will do everything possible to communicate with both parents and students regarding changes in dismissal plans.