Fort Knox Community Schools

Office of the Superintendent
Dr. Frank A. Calvano
Building 4553 Dixie Highway
Fort Knox, Kentucky 40121
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29 August 2001

Dear Parents,

It sometimes becomes necessary to release students from school early due to inclement weather concerns or for some other emergency concern. In the event of an early dismissal, we must know where to send your child(ren); therefore, please complete the form below and update it whenever you wish to change the information previously submitted. Please cooperate with us and ensure this form is returned to the appropriate school(s). Please know your cooperation is much appreciation.

Sincerely,

FRANK A. CALVANO, Ed.D
Superintendent

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PARENT EMERGENCY INFORMATION TO BE USED IN THE EVENT OF EARLY SCHOOL CLOSINGS DUE TO INCLEMENT WEATHER OR EMERGENCY

In the event school is closed early due to inclement weather or other emergency, my child will follow the procedure checked below.

My child is to follow his/her normal dismissal procedure. *I will ensure that my child has shelter and proper supervision. (Children who normally go to CDC or SAS will be bussed there.)*

My child is to walk/ride the bus to the Point-of-Contact's home listed below. *(If the child rides the bus, the point of contact must be on the same bus route the child takes home. The bus will not transport students to another area.)*

I will pick up my child at school. If I'm not available, the Point-of Contact listed below will pick up my child.

Child's Name	Child's School	Child's Teacher or Homeroom
Name of Point of Contact	Address of Point of Contact	Phone # of Point of Contact

PLEASE READ: I understand if no one is home to receive a Discovery/Kindergarten child or if any child is not picked up at school or is returned to school because an adult is not at home, the child will be transported to the MP station and the parent or point of contact reached from there. If this occurs, a copy of this form will be faxed to the MPs for their use.

Signature of Parent Date