



# ST. EDMUND'S ACADEMY

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## KEEPING IN TOUCH

January 5, 2010

Dear Parents,

### **HAPPY NEW YEAR!**

As we begin the new calendar year and are thrust into the hearty winter weather, let's review St. Edmund's Academy's procedures for school delays or closings. The information in this letter is also found on **page 40 of the 2009-2010 Parent Handbook.**

In the event that the school is on a two-hour delay or closed for any **REASON**, and especially one that is weather related, announcements will be posted on KDKA, WTAE, AND WPXI television and WPXI Radio, and the St. Edmund's Academy's website. Those calling the School will reach a recorded telephone message indicating a delay or closing. Additionally, St. Edmund's Academy is a subscriber of the **AlertNow Emergency Notification System**. Parents must provide telephone numbers and email addresses to the Business Office to be used by the AlertNow System. A test run of the system took place last fall, but due to the current weather events, **we will conduct another test at 7:00 p.m. this evening, Tuesday, January 5. A SPECIAL ANNOUNCEMENT WILL BE SENT REGARDING THE SYSTEM RETEST. Should you NOT receive the test message, please contact the Business Office at extension 112.** In the event of a school emergency, including a two-hour delay or closing, parents automatically will receive a recorded message notifying them of the emergency event. The AlertNow Emergency Notification System will also be used to inform parents in the unlikely event of early dismissal for inclement weather or for other emergencies. It is important that your children know the procedures to follow should they arrive home and you or another responsible adult is not there to receive them.

St. Edmund's Academy **DOES NOT FOLLOW** the delay or closing decisions of the Pittsburgh Public Schools. Even though some coordination does take place with other independent schools, each school makes its decision based on very specific factors that include the readiness of school facilities including parking, sidewalks, and driveways for safe passage for all arrivals. Communication is ongoing among school personnel responsible for these types of decisions.

Weather related decisions to delay or close a school are one of the most difficult administrative decisions to make, due to the wide service area of our community members. Conditions can and do vary considerably throughout our region. Only you know the conditions you face, which impact your family decision. St. Edmund's Academy will honor any late arrival due to weather related reasons including those riding buses in school districts that are on a two-hour delay.

Unfortunately, whatever decision is made results in the full range of agreement and disagreement among those affected, including employees. The overall safety of community members and the need for the school to remain true to its mission and responsibilities are the most important considerations.

Thank you for your support and understanding.