

# Hasbrouck Heights Public Schools

## EMERGENCY-CLOSING

The superintendent of schools is authorized by the Board of Education to close schools, open them late or dismiss them early in hazardous weather or in extraordinary circumstances which might endanger the health or safety of pupils or school employees.

### DELAYED OPENING ELEMENTARY SCHOOLS

- Administrative and secretarial staff reports at 9:00 am
- Teaching staff reports at 9:55 am
- Students report at 10:00 am and receive a 1 hour lunch period.
- The superintendent of schools will start the automated phone system (It is extremely important that your contact information is up to date).
- Information is also posted on the district web site and Genesis.
- The following news outlets are notified-WOR, WCBS, WINS, NJ12, WVNJ, Ch. 2, 4, 5 & 7
- Before school programs are cancelled (KEYS, Extra Help, etc.)

### DELAYED OPENING HIGH SCHOOL MIDDLE SCHOOL

- Administrative staff reports at 9:00AM.
- Administrative Assistant staff reports at 9:00AM.
- Teaching staff reports at 9:50AM.
- Students report at 10:00AM.
  - Period 1 – 10 AM to 10:27 AM
  - Period 4 -- 10:30 AM – follow regular full day schedule

### **In case of an emergency closing prior to the start of the day the following procedures will be followed:**

- The superintendent of schools will start the automated phone system. (It is extremely important that your contact information is up to date)
- The following news outlets are notified-WOR, WCBS, WINS, NJ12, WVNJ, Ch. 2, 4, 5 & 7
- Information is also posted on the district web site and Genesis.

### **In case of an emergency occurring during the school day the following procedures will be implemented:**

- The superintendent of schools will start the automated phone system. (It is extremely important that your contact information is up to date)
- Information is also posted on the district web site and Genesis.

## SAFETY

In order to provide the highest level of safety during arrival and dismissal, we ask for your cooperation in the following matters:

1. We ask that no student arrive at school earlier than 8:00 a.m. There is no playground supervision before that time.
2. If your child walks to school, please remind them to cross only at the corners and to follow the instructions of the crossing guards. *Whenever possible, please utilize the walking school bus.*
3. When using the “20 second drop off” area in the morning, please make sure that your child exits your car on the curbside by the playground on Burton Avenue, which is the only drop-off zone for both Euclid and Lincoln School. Do not park or pause in the crosswalks. In addition, do not double park.

- In the event of inclement weather, students should report to the gym. They will line up at their homeroom locations, and will be brought to their classroom by a designated staff member.

We ask that parents and guardians cooperate with these rules in order not to disrupt instruction and to insure the safety of the children.