

School District of New Berlin

Emergency Contingency Plan

Student Name: (Print) _____

Please discuss with your child your specific emergency procedures should school close early due to inclement weather or other emergency situation. This plan will be on file with the classroom teacher.

If you think weather situations may facilitate the early closing of school, please listen to the radio or television. The School District of New Berlin will also send out an emergency closing message from our SchoolMessenger system via email, phone and text to alert you of the emergency.

Please log into your Infinite Campus parent portal and verify that your demographic information is correct, including your email address.

SCHOOL BUSES WILL BE RUNNING AS NORMAL TO BRING ALL STUDENTS HOME.

My child is to do the following: (check one of the following)

_____ My child should follow their normal after school routine

_____ Other plan: _____

**** IF YOU REQUEST THAT YOUR CHILD CONTACT A SPECIFIC PERSON, AND THAT PERSON IS NOT AVAILABLE, WE WILL DISMISS YOUR CHILD TO HIS/HER BUS. WE WILL NOT RELEASE YOUR CHILD TO ANYONE NOT LISTED ON THIS FORM.**

Signed: _____ Date: _____

Teacher Name: _____ Room #: _____

Please review this plan with your child from time to time.
If filling out by hand, please use black or blue ink only.
One form needs to be filled out for each child.
Return to the classroom teacher.