



**Superintendent of Schools**

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**Dr. Suzanne Scallion**  
Superintendent of Schools

November 1, 2011

Dear Families,

Winter is coming and we are preparing for the season!

There will be days when the Westfield Public Schools will be closed or have a delayed opening due to inclement weather, hazardous traveling conditions and/or other emergencies. Please keep this letter handy for future reference.

We have implemented a telephone notification system called Blackboard Connect that will place calls to parents notifying them of closings, delays, or an early release. Be certain to update your phone number at your child's school any time there is a change. Radio and television stations will broadcast announcements regarding the status of our schools: WHYN (FM-93.1/AM-560), WAQY (FM-102), WRNX (FM-100.9), KIX (FM-97.9), Channel 40 WGGB, Channel 22 WWLP, CBS 3, local Channel 15 or you may call the School Information Line 572-6417.

During periods of potential and actual storms, school personnel are in regular contact with the Westfield DPW, Police and Fire Departments. In addition, we are closely monitoring local and national weather stations. The final decision regarding school opening is based on advice and recommendations from these agencies. Our highest priority is the safety of our students and staff based on the imperfect science of meteorology.

Occasions might arise that would necessitate the closing of school during normal school hours. Families should have an emergency plan in place in the rare event of early dismissal. A student should know what to do if there is an early closing.

**TWO HOUR DELAYED OPENING**

Whenever possible, a delay of two hours will be used in lieu of closing for the full day. In rare instances, we may change a delay into a cancellation if conditions worsen in the early morning hours. Therefore, **please monitor television and radio stations until your student's departure for the most up-to-date information.** On days of delayed opening, breakfast and morning snack in schools will be cancelled and school lunch will be available.

When the decision is to have a delayed opening of school, hours will be effective as follows:

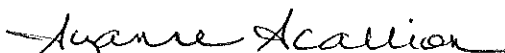
<u>School</u>	<u>Regular Starting Time</u>	<u>Delayed Opening Starting Time</u>
Westfield High	7:20 A.M.	9:20 A.M.
Westfield Vocational Technical High	7:20 A.M.	9:20 A.M.
North Middle & South Middle	8:00 A.M.	10:00 A.M.
Elementary Schools	9:00 A.M.	11:00 A.M.
Fort Early Childhood Center (preschool)	9:00-11:30 session	No classes
Fort Early Childhood Center (preschool)	9:00-2:00 session	No classes
Fort Early Childhood Center (preschool)	9:00-3:00 session	10:00 A.M.
St. Mary's (K-12)	8:00 A.M.	10:00 A.M.

Regardless of the school district's decision, parents must make the final decision concerning school attendance because they know the degree of hazard in their own neighborhood. If they feel conditions are unsafe, parents should not hesitate to keep their child home.

Above all, thank you for your support and patience regarding the very difficult task of predicting New England weather.

Let's hope for a mild winter!

Sincerely,

  
Suzanne Scallion, Ed.D.  
Superintendent of Schools