

WINTER WEATHER ALERT

In the event of threatening weather, the following procedures will be followed:

For school closings:

- Telephone alert call somewhere between 5:30 and 6:00 AM.
- **Listen to the radio for announcements.**
 - WJLK 1310 AM Monmouth County 94.3 FM Ocean County 98.5 FM
 - WHYG 1410 AM 106.3 FM
 - WBUD 1260 AM 101.5 FM
- Check our **WEBSITE**: mysaintjames.com
- **Assume that in the event Red Bank Catholic is closed, St. James School is closed as well.**

For Delayed Openings in Public School Districts:

- Unless otherwise announced, St. James School always opens on time. St. James School does not have delayed openings.
 - In the event there is a delayed opening in your school district, the same procedures as above will be followed.
 - Children should not be dropped off prior to the designated opening time announced.
- If the public school district in which you reside calls a Delayed Opening, buses will be delayed in picking up our students. Be alert for the time delay. This affects your child's pick-up time. For example: if Middletown announces a Delayed Opening of 90 minutes, your child's pick up time is 90 minutes later than the usual pick up time.

For Emergency School Closings:

Please be aware that more often than not, bus companies make this decision. Upon receipt of this information, the phone list is activated immediately. However, sometimes the buses arrive before all calls have been made. We have no control over this. In the beginning of the school year, you completed an Emergency Management Notification form with your contact information. We will adhere to your requests unless the Business Office is notified in writing of any changes. Therefore:

- **When there is a threat of snowfall beginning after school opens, please be telephone accessible or be sure that your snow emergency contact is accessible.**
 - The PTA phone committee contact will call you. No messages can be relayed to your children through this contact.*
- Check the above radio stations for announcements.
- Have a pre-plan established as to what your child is to do if your child is to go home on the bus.
- Please do not call the school unless there is an emergency.
- The school will always remain open until every child has been dismissed to a bus or to a parent or guardian no matter how late that may be.

In All Cases:

- Please limit conversation with the calling PTA member.
- Notify the Business Office of any changes of address, phone numbers, or contacts.