



Dear Parents,

As we approach another winter season at CCLC, we think it is important to review our policies with regard to early dismissals, delayed openings, evacuation and/or closings. As in years past, in the event of a delayed opening or early closing, an announcement will air on radio stations WELI 1060 AM and KC101 FM as well as on TV channel WVIT 30.

In cases of unforeseen inclement weather, a decision will be made whether or not to close our Center early. As a general rule, if the Governor is requesting that people stay off the roads and universities and other schools are canceling classes due to severe weather then we will close early. Our staff will promptly make parent emergency contact phone calls for your child/children to be picked up. We are fortunate that some members of our dedicated staff live close enough to the Center to remain on duty until all children have been safely dismissed. In the event that the Governor declares a state of emergency, you can assume that we will be closing (though we will still attempt to contact you) and make immediate arrangements for the pickup of your child/children.

In extreme circumstances such as power outages, natural disasters, etc., an evacuation plan will go into effect. If we experience a power outage, state regulations require our center to close after 4 hours without power. We will begin contacting parents at the halfway point (2 hours without power) in order to enable you to prepare for pickup of your child/children in case power has not been restored by the end of the four hour window. We regret the inconvenience such a situation will cause. But if you keep in mind that a center with no power will be dark and cold, with no refrigeration, and no access to microwaves for the warming of baby bottles and other food, we're certain you'll agree that this is not an environment any of us would want the children we care for to experience.

In the event that the Center needs to be evacuated, we will contact 911 so that all necessary authorities can be immediately dispatched to assist us. We will take with us all emergency files and contact you as quickly as possible (providing phone service is available). A police officer will remain on site to direct you to the designated locale for pickup of your child/children.

In closing, we appreciate your anticipated understanding and cooperation in the event of any of the above outlined circumstances – and thank you for your interest in the safety of our “CCLC family” as well as that of your own.

Sincerely,  
Carrie & Staff