



Where the future is present.

Leslie Torres-Rodriguez, Ed.D.  
Superintendent

José F. Colón -Rivas, Ph.D.  
Chief Operating Officer

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Dear parents or guardians:

As Hartford Public Schools prepares for winter months, we want to remind you of our school system's inclement weather procedures.

Parents of bus riders should be aware that extremely cold morning temperatures can cause delays on morning routes. A severe storm watch may also cause delays. Our transportation department works to pick up students as quickly as possible during these conditions. When extreme weather conditions exist, you can help by ensuring your children are dressed as warmly as possible and remaining with your children until they are picked up.

During severe weather watches or warnings, our school system works with local authorities to monitor conditions and proceeds with arrival and dismissal based upon known conditions. Adjustments are made as needed.

In the event that schools are delayed, closed or students are released early, there are a variety of ways we notify parents, including:

- Automated phone call
- Media outlets (television, radio and media websites)
- District website [www.hartfordschools.org](http://www.hartfordschools.org)
- Twitter (@hartfordschools.org)

It is important that your child's school has your current emergency contact information, including home and work phone numbers for our calling system. Please take the time to update that information with your child's school if needed. For additional information, please review the Frequently Asked Questions (FAQ) included in this letter.

Thank you for helping us as we work to keep all of our students safe.

Sincerely,

*José Colón - Rivas*

Chief Operating Officer



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## Frequently Asked Questions

### **WHAT FACTORS ARE CONSIDERED WHEN MAKING THE DECISION TO CLOSE SCHOOLS?**

The safety of all Hartford area school students is our primary concern in making a decision to close schools. To determine children's safety, we consider the following factors:

- Information on road conditions from the bus company
- Potential safety of bus company starting & completing routes
- The onset, rate, and accumulation of ice and/or snowfall
- Building conditions (e.g. whether schools have power and heat)
- Parking lot conditions

### **WHO DECIDES TO CLOSE SCHOOLS?**

After gathering information from multiple sources and considering weather-related factors, the Superintendent will make a recommendation to close schools. After this decision is confirmed, the Director of Communications follows a prescribed calling procedure to inform area news media.

### **WHEN IS THE DECISION MADE?**

Generally, school closing announcements are made on the morning of the day of closing between 5:00 a.m. and 5:30 a.m. However, parents are to use their own discretion in determining whether or not to send their children to school during inclement weather when schools remain open.

### **HOW IS THE PUBLIC NOTIFIED?**

In addition to the automated phone call from Hartford Public Schools, all school closings and other emergencies will be broadcast on the news ticker by the following television stations: WFSB Channel 3, NBC CT Channel 30, FOX 61.