



# Colchester Public Schools

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Dear Parents and Caregivers,

In preparation for the winter season, this correspondence explains the procedure regarding no school, delayed opening, and/or early closing of school in preparing for the months ahead. If you have specific questions that are not addressed in this letter, please call the office of your child’s school for clarification.

## **NO SCHOOL OR DELAYING SCHOOL OPENING PROCEDURES**

### **Main Method of Communication**

To inform parents/guardians of no school or delayed openings, school announcements will be broadcast through the courtesy of the radio and television stations listed below. If possible, these announcements will be broadcast beginning at 5:00 AM. We request that you do not call the radio or TV stations, schools, or M&J Bus Company as it ties up telephone lines that may be needed for emergencies. I highly recommend that you sign up for **Early Warning Text/Email Alerts** at one of the stations listed below.

**WTIC (AM1080/FM96.5)**  
**WCTY (FM97.7)**  
**WKNL/ROXY (FM100.9)**  
**WICH (AM1310)**

**FOX 61**  
**Channel 3 (WFSB)**  
**Channel 8 (WTNH)**  
**Channel 30 (WVIT)**

It is now possible to receive text messages through SchoolMessenger about delayed openings and cancellations. **We will still continue to call you, however, for unscheduled early dismissals.** For instructions on setting up text alerts, please visit our website at: <https://www.colchesterct.org/page.cfm?p=450>. If a “no school” decision can be made the previous evening, you will receive a SchoolMessenger call/text. If the decision to close schools is made after 9:00 PM, announcements will be broadcast through the courtesy of the radio and television stations listed above.

The schedule for a **2-hour delayed opening** of school is as follows:

School	Start Time	End Time
PreK / Early Childhood Program – AM	Cancelled	Cancelled
PreK / Early Childhood Program – PM	12:40 PM	3:10 PM
Colchester Elementary School – Grades K-2	10:35 AM	3:15 PM
Jack Jackter Intermediate School – Grades 3-5	10:35 AM	3:15 PM
William J. Johnston Middle School – Grades 6-8	9:20 AM	2:00 PM
Bacon Academy – Grades 9-12	9:35 AM	2:15 PM

## **EARLY CLOSING PROCEDURE**

A decision to close school early due to inclement weather and rapidly changing weather conditions will be announced by 10:00 AM by the listed radio and TV stations. In addition, for unanticipated early closings, the district will utilize its SchoolMessenger school communication system to distribute messages to all parents' phone numbers provided to the schools. All afternoon Early Childhood Program classes will be cancelled when school is closed early.

If school is dismissed early, extracurricular activities and after-school community activities at all schools will be cancelled.

The schedule for an **early closing** is detailed below:

<b>School</b>	<b>Start Time</b>	<b>End Time</b>
PreK / Early Childhood Program – AM	8:35 AM	10:35 AM
PreK / Early Childhood Program – PM	Cancelled	Cancelled
Colchester Elementary School – Grades K-2	8:35 AM	12:55 PM
Jack Jackter Intermediate School – Grades 3-5	8:35 AM	12:55 PM
William J. Johnston Middle School – Grades 6-8	7:20 AM	11:40 AM
Bacon Academy – Grades 9-12	7:35 AM	11:55 PM

Every effort is made to make the safest and most responsible decision regarding the operation of the schools and the transportation of students. Often rapidly- changing weather conditions will have a dramatic impact on our timeline in making a final determination regarding the adverse weather procedures.

Thank you for your cooperation.

Sincerely,



Jeffrey E. Burt  
Superintendent of Schools