



**Superintendent of Schools**  
 94 North Elm Street, Suite 201  
 Westfield, MA 01085  
 Telephone: (413) 572-6403  
 Fax: (413) 572-6518

**Mr. Stefan Czaporowski**  
**Superintendent of Schools**

September, 2019

Dear Parents/Guardians,

The purpose of this letter is to inform you of the procedures that are followed for a delayed opening, early release, or school closure due to inclement weather or other emergencies.

During periods of potential and actual storms, school personnel are in contact with the Department of Public Works, Police, and Fire Departments. In addition, local and national weather stations are monitored. Please be aware that regardless of the 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.

An automated calling system will be activated to announce a delay, an early release, or closing. Also, the following radio and television stations broadcast announcements: 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. Parents/Guardians may also opt-in to have a text message delivered to their cellphone. You can participate in this service by sending a text message of "Y" or "YES" to our school's short code number 67587. Detailed information is on our website [www.schoolsofwestfield.org](http://www.schoolsofwestfield.org)

TWO HOUR DELAYED OPENING

Whenever possible, a two hour delay 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 a delayed opening, breakfast and morning snack in schools will be cancelled and school lunch will be available.

For a delayed opening, hours will be as follows:

<u>School</u>	<u>2-Hour Delay Start Time</u>
Westfield High	9:20 am
Westfield Technical Academy	9:20 am
Westfield Intermediate	10:00 am
Westfield Middle	10:00 am
Elementary Schools	11:15 am
Fort Meadow Early Childhood Center	9:00-11:30 session = No classes
Fort Meadow Early Childhood Center	9:00-3:00 session = 11:00 am
St. Mary's (K-12)	10:00 am

Sincerely,

Stefan Czaporowski  
 Superintendent of Schools

SC/cm