

**Mount Sinai Elementary School  
Mount Sinai, New York 11766**

**Procedures for Early Dismissal**

Dear Parents and Guardians:

In the event of an early dismissal, please be aware of the following:

- Parents/guardians will be notified of the early dismissal via the School Messenger. Please make sure that School Messenger accounts are updated and accurate in order to receive school notifications. You may access your account by visiting our District webpage and by clicking on the School Messenger link in the Parents tab.
- Students will be supervised and dismissed via our early dismissal plans and established bus routes. Students getting picked up by a parent/guardian may be signed out from the security desk. Please be sure to bring your photo identification.
- All afterschool and evening activities scheduled will be cancelled if an early dismissal has been implemented. This includes, but is not limited to: North Shore Youth Council (NSYC), building use and concerts.

As always, please feel free to contact the Elementary School Main Office with any questions or concerns at 870-2600.

Sincerely,

*Rob Catlin*

Rob Catlin  
Principal

9/2021

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**Mount Sinai Elementary School  
Mount Sinai, New York 11766**

**Procedures for Two Hour Delayed Opening**

Dear Parents/Guardians of Elementary School Students:

The purpose of this correspondence is to update you on newly instituted procedures for “delayed openings” to school. In the event of a delayed opening, please be aware of the following:

- Parents/guardians will be notified of a delayed opening via the School Messenger automated communication system. The information can also be found at 97.5 WALK FM and News Channel 12.
- School will be delayed two hours. All before school activities (Band, Chorus, Orchestra, Club meetings, extra help, etc.) are cancelled. The Elementary School day will begin at 10:55am.
- Students are to report to their bus stops two hours after the regularly scheduled time. For example, a student scheduled for an 8:30am pick-up would be delayed until 10:30am.
- Students will report to classrooms upon arrival. All student lunch periods will meet as scheduled.

It is imperative that School Messenger accounts are updated to receive notification. To do so, go to District web page and click on Parents tab then School Messenger link.

If you have any questions regarding the above procedures, please call the Elementary Main Office at 870-2600.

Thank you.

Sincerely,

*Rob Catlin*

Rob Catlin  
Principal

9/2021