

SCHOOL DISTRICT OF HARTFORD JOINT NO. 1

DEDICATED TO THE SUCCESS OF EACH STUDENT

CITY OF HARTFORD, TOWNS ADDISON, ERIN, HARTFORD – WASHINGTON COUNTY • TOWNS OF ASHIPUN, RUBICON – DODGE COUNTY
HARTFORD, WISCONSIN 53027

September 23, 2019

Dear Parents/Guardians:

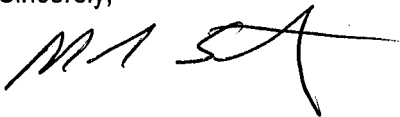
Should an emergency situation ever arise while school is in session, we want you to be aware that the District has made preparations to respond effectively. The District has a detailed emergency operations plan which has been formulated to respond to a major emergency situation. Your cooperation is necessary in any emergency.

During an emergency situation:

1. You can call the District Office at 262-673-3155. Do not telephone the school as the phone lines will be in use by the District to coordinate emergency services.
2. Do not go to your child's school unless you have been directed to do so.
3. Students will be kept at school or at an off campus evacuation point and only released to a parent/guardian or an adult who has been authorized through your student's registration.
 - a. Parents must be patient with the student release process to ensure the safety of all students.
4. Information from the District will be distributed through radio/television stations, the District website, and/or the District Facebook page. If necessary, parents/guardians will be contacted directly by telephone, email, and/or text message. Parents/guardians may manage their notification preferences/devices through Skyward Family Access (and information is available at your child's school office).
5. Prior to an emergency, impress upon your children the need for them to follow the directions of any school or emergency personnel in times of an emergency.

Please discuss these matters with your family. Planning now will help alleviate concern during emergencies. Thank you in advance for your patience and cooperation.

Sincerely,



Mark Smits, Ph.D.
District Administrator

CENTRAL MIDDLE SCHOOL
1100 Cedar Street
Hartford, WI 53027
Phone: 262-673-8040
FAX: 262-673-7596

LINCOLN SCHOOL
755 S. Rural Street
Hartford, WI 53027
Phone: 262-673-2100
FAX: 262-673-0148

ROSSMAN SCHOOL
600 Highland Avenue
Hartford, WI 53027
Phone: 262-673-3300
FAX: 262-673-3543

DISTRICT OFFICE
402 W. Sumner Street, Hartford, WI 53027
District Administrator 262-673-3155 FAX: 262-673-3548
Business Manager 262-673-9033 FAX: 262-673-3548
Pupil Services Dir. 262-673-8042 FAX: 262-673-8045