



November 1, 2023

Dear Staff,

Please be aware, Lawrence Public Schools is preparing for weather emergencies. In an effort to safeguard our students and staff, LPS will be implementing two weather-related policies:

2-Hour Delayed Opening for Students

Early Dismissal for Students

If the Superintendent implements either of these policies, staff and students will be notified by:

local media outlets (TV and radio), Connect Ed message to your home, and the LPS website: (www.lawrence.k12.ma.us)

2-Hour Delayed Opening for Staff

- On days that are called as: **2-Hour delayed opening for students**, Staff will be responsible to **report 90 Minutes later than normal start time**.
- During normal school hours, ALL off-site school programs, including field trips, will be cancelled.
- Lawrence Public Schools will follow the regular dismissal schedule. After school programs will follow as scheduled.

Early Dismissal for Staff

- On days that are called as: **Early dismissal for students**, ALL afternoon activities, including field trips, are cancelled.
- All staff will be released at the discretion of the Principal or a maximum of 30 MINUTES from student dismissal.

On the back side of this letter is the students procedures which was sent home. Please contact your school principal with any questions or concerns.

Sincerely,

Juan Rodriguez
Interim Superintendent

**KEEP THIS LETTER, so that you may refer to it
during weather-related changes to your school's schedule**