

# REP EMERGENCY CLOSING PROCEDURE

In the event that REP classes have to be cancelled due to bad weather (cold or snow) or some other reason that the school has to be closed, please have this information handy so that you do not make an unnecessary trip. The best advice is to “Know Before you Go” and check the emergency closing website at **[www.Emergencyclosings.com](http://www.Emergencyclosings.com)**.

- As soon as Mrs. Matousek determines that classes need to be cancelled, she will post it on the Emergency Closing Center web site.
- You may access emergency closing information in several ways. (See following page).
- Mrs. Matousek will then contact all catechists who would be teaching and inform them. I will also send a mass email to all families. If possible, catechists will send emails to their students. Please make sure that your contact information is correct.
- As a rule of thumb for Tuesdays, if school is cancelled, REP will not take place.
- If bad weather is predicted for a Saturday morning, classes will usually be cancelled on Friday night. If bad weather develops during the night, look for the posting by 8 AM Saturday morning.
- Mrs. Matousek will have the REP emergency cell phone with me if you need to contact her.

## EMERGENCY CLOSING INFORMATION

St. Mary of the Annunciation Religious Ed Program

Mundelein, IL

847-223-0010

You can access emergency closing information several ways:

**Radio:** WGN Radio 720(AM) or WBBM News Radio 78(AM)

**TV:** CBS 2, NBC 5, ABC 7, WGN, Fox, CLTV News

**Call:** 1-900-407-SNOW (1-900-407-7669)

\$ .97 per minute. Parental permission required. Call should take less than one minute per facility.

**Online:** Go to the website of any of the radio or TV stations above, or go to ***www.Emergencyclosings.com*** to search for your facility by name and city or by phone number

**Email:**

Sign up for personalized E-mail notification of your facility's status

***www.Emergencyclosings.com***