August 25, 2020

RE: Parent Notification of Significant Emergency or Incident

Dear CATA Families,

In the event of a school emergency or incident, CATA will follow the following protocols to the best of our ability, once all feasible safety measures have been addressed and/or implemented:

* Disseminate information via text messaging, Class Dojo and/or School Messenger system to inform parents about what is known to have happened.
* Implement the call/communication management plan, as well as management of parents arriving on scene.
* Describe how CATA and/or ACCEL is handling the situation.
* Provide information regarding possible reactions of their children and ways to communicate with them.
* Provide a phone number, web address, and/or recorded hotline where parents can receive updated incident information.
* Inform parents and students when and where school will resume.

We will do our best to get information to you as soon as we possibly can in the event of a significant incident or emergency situation.

Principal Bates