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Date: 2/1/22

To: All STEP individuals served and/or their parents/guardians caretakers

From: STEP

Re: Potential Severe Weather

This memo is to inform you of our policy for potential significant weather events. As you are probably aware, there is a Winter Storm Watch in effect beginning the evening of 2/1/22 and ending the evening of 2/3/22. Please note the following:

1. In the event of a significant weather event, please call your assigned resource center and listen carefully to the message, which will indicate the status of Resource Center and other STEP operations. You can also go to our website at www.stepcentral.org or check our Facebook page at <https://www.facebook.com/enhancepotential/>
2. Do not call the on call/emergency number unless a true emergency exists. That would be an issue outside of the weather that does not indicate a need to call 911 or receive other emergency services. In the event that you need to reach a certain STEP personnel during a closure, please call their number and leave a message.
3. In the event that a significant weather event occurs during the day when an individual is attending STEP there is a chance that we might be closing early. If this is the case, anyone who has STEP transportation will be brought home early and caregivers/parents/guardians will be notified of early pick up via a phone call.

