



**ADMINISTRATIVE OFFICES**

1703 Kneeley Boulevard • Wanamassa, NJ 07712  
732.493.5900 • Fax 732.493.5980 • [www.ladacin.org](http://www.ladacin.org)

November 2020

Dear Parents/Guardians, Clients:

We would like to make you aware of our procedure for delayed openings. In the event of inclement weather, we may decide to close for the day or to have a delayed opening. Should there be a delayed opening, all programs will open on the following schedule:

<b>Program:</b>	<b>Will open:</b>
Child Care	10:00 a.m.
School Programs	10:30 a.m.
Adult Programs	11:00 a.m.
Administration	10:00 a.m.

A delayed opening will ensure that the property and grounds are properly cleared. We are seeking to provide a safe and healthy environment for all during the winter months. Please be sure to update your contact information if changed.

We have instituted an instant alert system. If you have registered for the system, you will receive a message on the phone number(s) you have designated. You may also find information in the following manner:

- You may call our Lehmann or Schroth Center and when the recording begins, press “O” for emergency information.
- Information on delayed openings and closings will be posted on our website, [www.ladacin.org](http://www.ladacin.org).
- Information will be available on the following radio and television stations and web sites:
  - News 12 New Jersey
  - Fios1news.com

In the event that the decision is made to close the program after initially declaring a delayed opening, information may be obtained as discussed above.

If you have any questions, please call your Program Coordinator. Thank you for your cooperation.

Sincerely,

Patricia Carlesimo  
Executive Director

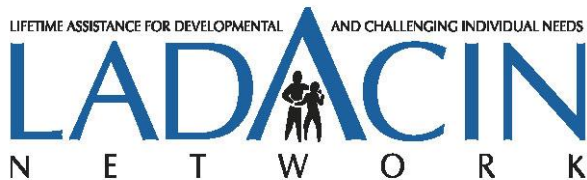
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Schroth School and  
Adult Technical Education Center  
1701 Kneeley Boulevard  
Wanamassa, NJ 07712  
732.493.5900  
732.493.5626 Fax

Lehmann School and  
Adult Technical Education Center  
1100 Airport Road  
Lakewood, NJ 08701  
732.905.7200  
732.905.1403 Fax

Family Support and Early Intervention  
1703 Kneeley Boulevard  
Wanamassa, NJ 07712  
732.643.9064  
732.643.9068 Fax

Residential Services  
1703 Kneeley Boulevard  
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732.493.5900  
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Dear Bus Drivers/Transportation Coordinators:

We would like to make you aware of our procedure for delayed openings. In the event of inclement weather, we may decide to close for the day or to have a delayed opening. A delayed opening will ensure that the property and grounds are properly cleared. We are seeking to provide a safe and healthy environment for all during the winter months. Please be sure to update your contact information if changed.

Should there be a delayed opening, **Child Care will not be open until 10:00 a.m., the School program will not be open until 10:30 a.m., and the Adult program will not be open until 11:00 a.m.**

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If you have any questions, please call your Program Coordinator. Thank you for your cooperation.

Sincerely,

A handwritten signature in cursive script that reads "Patricia Carlesimo".

Patricia Carlesimo  
Executive Director

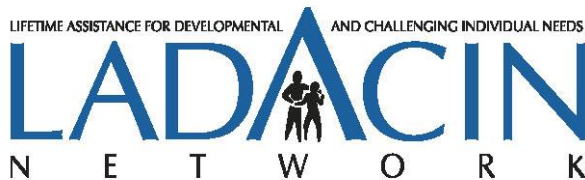
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November 2020

Dear Staff:

We would like to make you aware of our procedure for delayed openings. In the event of inclement weather, we may decide to close for the day or to have a delayed opening. Should there be a delayed opening, all programs will open on the following schedule:

<b>Program:</b>	<b>Will open:</b>	<b>Staff will arrive:</b>
Child Care	10:00 a.m.	as scheduled, starting at 9:30 a.m.
School Program	10:30 a.m.	10:00 a.m.
Adult Programs	11:00 a.m.	10:00 a.m.
Kitchen		9:30 a.m.
Administration		10:00 a.m.

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Sincerely,

Patricia Carlesimo  
Executive Director

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