

28 January 2014

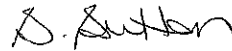
Dear Parents,

Because weather issues can sometimes cause closures or delays on JBLE Fort Eustis, we must plan ahead for emergency situations. In order to be prepared, the Child Development Centers and the School Age Services sites ask parents to verify their Mission Essential status. In any emergency situation where the operations of the sites would be closed down to one facility, (the Madison CDC), we must ensure that care is provided to those parents that are deemed Mission Essential by their Commanders and, therefore, required to work.

We ask parents that are deemed Mission Essential take this letter to their Unit Commanders or work supervisors to verify their Mission Essential status. Upon completion of the bottom half of this letter, please return it to the facility where you child(ren) receives care.

If you have any questions regarding this or any other child care issues, please call me at 878-1149. Also available to answer your inquiries are Mrs. Jennifer Barker, the Madison CDC Director at 878-4000, Mrs. Kate Johnson, the Pershing CDC Director at 878-4723, Mrs. Talisha Roye, the School Age Center Director at 878-3794, and Mrs. Dottie Scarborough, the Outreach Services Director at 878-3501.

Sincerely,



Suzanne Sutton

Program Director of Child and Youth Services

Child and Youth Services
Mission Essential Personnel/Parent

_____ is Mission Essential and must report to work if JBLE Fort Eustis goes to Mission Essential status.

Name(s) of the child (ren) are _____

Unit _____

Commander/1SGT Signature _____

Print Name

Duty Phone Number _____