

SCHOOL CLOSINGS

No school, office or system event cancellation or delay will be made without the direct authorization of the Superintendent of Schools. In the event the Superintendent is unavailable, such decisions will be made by the Assistant Superintendent or Business Administrator or School Board Chairperson.

Announcements: When the Superintendent decides it is necessary to delay opening or close any facility or school or cancel any school event, he/she will initiate all related communications to the public by radio, television website, ALERT NOW, or other available means.

Delayed Opening of Schools: The Superintendent has authority to make the decision in conjunction with the bus company for reasons of inclement weather in the early morning hours, unplowed roads or school parking areas, heat or water problems. The time schedule will be delayed two hours. This means students should be at bus stops two hours later than usual and walkers should arrive two hours later than the normal starting time.

Closing of Schools Only for the Entire Day: When the Superintendent determines that weather or other conditions exist or will develop that would make it unwise to open one or more schools any time during the day, the announcement communicated to radio and television stations shall state that the School District is closed. If school is closed for the entire day, all evening programs will be cancelled.

Afternoon and Evening Program Cancellations: When schools are open to the end of the school day, but weather or other conditions deteriorate in the late afternoon, the Superintendent may decide to cancel afternoon and evening programs. Schools and offices should plan and communicate alternate dates and times to hold programs or events.

Weekend Closings: When weather or other conditions are predicted or develop that would make it hazardous to operate weekend programs or events, the Superintendent is responsible for decisions regarding cancellations and for notifying the appropriate media.

Students, parents and staff shall be informed early in each school year of the procedures which will be used to notify them in case of emergency closings, whether action is taken before or during school hours. When schools are closed for emergency reasons, staff members shall comply with Board policy in reporting for work.

Adopted: **DATE:** May 19, 1986, October 12, 2010
Reviewed: December 13, 2005
Revised: Sept. 1, 2010
Cancellation: Replaces EBCE Delayed Openings