

BOARD OF EDUCATION

SCHOOL DISTRICT NO. 35 (LANGLEY)

POLICY MANUAL

Policy No. _____ 1501 _____

SUBJECT: EMERGENCY CLOSURE OF SCHOOLS

Date 83 01 01

Revised 94 03 14 05 01 06

The Board authorizes the Superintendent of Schools to close schools by reason of weather emergencies, or as ordered by the School Medical Officer, or for other causes that might endanger the health or safety of the students.

Reference: School Act, Section 90 (2)

(A board may temporarily close a school building if the health or safety of the students is endangered.)

1. School Closures to Students

Schools and/or other facilities in the district may be closed to students by the Superintendent for weather related emergencies or for other causes that might endanger the health or safety of students. The closure of schools will generally fall into the following categories:

(a) Some Schools Closed

- Closure due to localized power outage or failure
- Closure due to localized weather conditions
- Closure due to the structural integrity of the building

(b) All Schools Closed

- Closure due to power outage or failure
- Closure due to extreme weather conditions
- Closure due to severe emergency such as an earthquake

2. Process for Closing Schools

- As early as possible before 6:00 a.m. and after consulting with the Grounds/Transportation and Maintenance Managers, the Superintendent or designate shall; (a) have the Communications Manager advise radio stations of any school or district building closures for students and/or employees and (b) initiate a telephone fan out to advise Administrative Officers.
- Official statements and notification of closures may only be issued by the Superintendent or designate.
- Once announced, decisions will not be changed except by the Superintendent or designate.
- Principals are responsible for assisting students in arranging for a safe destination.

3. Personnel Procedures/Expectations

- Unless specified, it is the expectation of the Board that employees will make every effort to attend their work site. *
- In extreme weather conditions it is important to note that attendance to the work site is always at the employee's discretion. Common sense and the integrity of the individual will dictate. *
- Employees regularly scheduled to work on a day the Superintendent closes a facility to students and staff will be paid in accordance with Collective Agreements.
- In some instances principals with permission of the Superintendent may close schools to staff, staff would in such instances be paid in accordance with Collective Agreements.
- The Superintendent may deploy employees of a closed facility to another location.

*refer to attached flow chart

Revision: January 25, 2002