



EMERGENCY CLOSURE OF SCHOOLS (STUDENT)

(Page 1 of 2)

POLICY

The Board of Education has the responsibility, under the *School Act*, to keep district schools in session for all students and staff according to the annual School Calendar established by the Ministry of Education. However, the Board of Education also believes that the health and safety of staff and students is of paramount importance and recognizes that schools may have to be closed temporarily at times for any of several reasons, including the following:

- Inclement weather
- Power outage
- Failure of heating or water services
- Emergency health issues
- Other emergency situations.

The Board of Education authorizes the Superintendent of Schools, or designate, to close schools by reason of weather emergencies or for other causes that might endanger the health or safety of students and staff.

REGULATIONS

1. There are occasions when the Transportation Manager, in consultation with the Superintendent of Schools and the Operations and Maintenance Manager, may decide not to run the morning bus routes due to hazardous conditions. Every effort will be made to make that decision no later than 6:15 a.m.
2. Changes in bus operations or school closures shall be communicated to the following media outlets, which usually make such announcements between 6:30 and 8:00 a.m.:
 - CIBH Radio (“The Beach” – 88.5 FM) Parksville
 - CHPQ Radio (“The Lounge” – 99.9 VM) Parksville
 - CHWF Radio (“The Wolf” – 106.9 FM) Nanaimo
 - CKWV Radio (“The Wave” - 102.3 FM) Nanaimo
 - CKNW (980 AM) Vancouver
 - CBC Radio One (690 AM) Vancouver
 - CHEK TV News Victoria
 - /A\ News Vancouver Island
3. Prior to the end of October each year, parents will be reminded through school newsletters of the procedures that will be implemented in the event of emergent conditions.

Emergency Early Dismissal

4. Each school shall have an established plan by which parents can be notified in the event of an early closure.



EMERGENCY CLOSURE OF SCHOOLS (STUDENT)

(Page 2 of 2)

Emergency Early Dismissal Cont.

5. In those situations during the school day where an emergent situation arises or weather conditions deteriorate significantly enough that a principal has concerns for local road conditions in their school zone, the principal should contact the Superintendent of Schools. It is the responsibility of the Superintendent of Schools to notify the principal as soon as it becomes apparent that school emergency closure will be necessary.
6. When an emergent situation occurs after school has begun it may be prudent for students to be dismissed and, therefore, staff will activate their plan to contact parents. On such occasions the Superintendent of Schools shall activate radio broadcasts which notify parents that schools will be closed early and some or all bus schedules have been advanced.
7. If a school bus driver is unable to complete his/her normal bus run, the driver will so advise the Transportation Department. After discussion with the Transportation Department, the driver will either return the students to their home school or deliver them to an alternate location identified by the Transportation Manager. Parents will be advised of such route changes either by announcement over the radio or direct telephone contact.