

Administrative Procedure 132

EMERGENCY CLOSURE – REGULAR SCHOOL DAY

Background:

The Director or designate may close schools and/or arrange for the early dismissal of students in situations where the health and safety of students is at risk.

In the event of early dismissal of bused students, every student shall be delivered safely to their parents/guardians or satisfactorily housed elsewhere.

Procedures:

1. School will be closed for students and staff if conditions are such that the students and staff are at a health risk. Any of the following factors, or combinations of them, shall serve as guides for considering school closure or early dismissal of students:
 - 1.1 Loss of power or heat;
 - 1.2 Inadequate water supply;
 - 1.3 Sewer back-up;
 - 1.4 Structural damage to the school building;
 - 1.5 Illness epidemic; and/or
 - 1.6 Other emergent situations.
2. At the commencement of the school year, Principals shall inform parents of the following:
 - 2.1 The current procedures on emergency closures;
 - 2.2 Advice to the parents that they make alternate arrangements for accommodating their children in the event that school is closed or dismissed early when parents are away.
3. In the event of an emergency school closure or early dismissal:
 - 3.1 The Principal will:
 - 3.1.1 Consult with the Director or designate;
 - 3.1.2 Notify school personnel and other appropriate people of the decision to close the school or arrange for the early dismissal of students; and

3.1.3 In extreme emergency situations, exercise good judgment and decide and act on his/her own.

3.2 The Director or designate will:

3.2.1 Arrange for the school bus drivers to be notified immediately; and

3.2.2 Initiate the spread of information to the larger community via social media, television and radio stations

Reference:

Section 85, 87, 108, 109, 175, Education Act

Created:

April 14, 2009

Revised:

June 2009

November 2013

September 2014

December 2017