

## **EBCD – EMERGENCY CLOSINGS**

The following criteria and procedures for emergency closings of the schools shall be followed.

1. The District Emergency Closings Coordinator may consult the School Maintenance Manager, Town Road Agent, Superintendent, and School Principals in making the determination to delay/close school.
2. The decision to delay or close school will be made, if at all possible, by 6:00 am. If the decision is made to change from a delay to a cancel, it is advised to do so by 8:00 am.
3. If a school delay is warranted, school will be delayed for two (2) hours.
4. An emergency call list to notify administration, staff, regular and special transportation personnel, receiving schools, road agent, school board, television and radio stations, Alert Now® etc. will be in effect and updated annually.
5. If school is delayed or closed due to hazardous road conditions, this emergency closing will apply to all schools including Epping students attending special education, vocational, and other alternative schools.
6. If school is delayed or closed due to hazardous road conditions, this emergency closing will apply to transportation for extracurricular and athletic school events.
7. If school is canceled for the day, all school sponsored after school events will also be canceled to insure student safety and school security, and to accommodate snow removal.
8. On non-school days with inclement weather or other extenuating circumstances, the District Emergency Closings Coordinator will consult with the Facilities Supervisor and/or Athletic Director or other facilities user to approve the use of facilities. The Facilities Supervisor or his/her designee will serve as the backup contact. Approval will be based on safety and the parking lot being cleared of snow and prepped for ice if applicable.
9. An early dismissal of school due to inclement weather or extenuating circumstances may be requested by the School Principal or designee, and is subject to approval by the Superintendent or designee. All personnel will be notified and all school events are to be canceled.
10. When schools are closed for emergency reasons, staff members will comply with Board policy in reporting for work.

### Statutory/Regulatory/Policy/Handbook Cross References

Handbook (Referenced in Student and Personnel Handbooks)

APPROVED/REVISED: June 14, 2007, August 20, 2009

PREVIOUS POLICY: September 25, 2000 “Emergency Closings” “Emergency Closing Procedures for Inclement Weather”