



ADMIN PROCEDURES MA~~13~~ 1

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Modification to this document is not permitted without prior written consent from New Westmin Schools



## Procedures for School Closures due to extreme weather or hazardous situation

1. The Superintendent, or designate, will make the final decision regarding District-wide or site-specific school closure or delay of opening and will be responsible for the announcements impacting student and or staff attendance. In the event of a district or site-specific closure related to extreme heat or poor air quality, coordination and guidance from Fraser Health will assist with any closure decision.
2. Announcements will be made over the District website and via electronic communication (email) early enough in the day to allow parents to have students and staff remain at home, taking all reasonable steps to reach and communicate a decision by 7am.
3. School bus operator(s) will be informed of closures by the Manager of Operations and Transportation.
4. It is the responsibility of Principals, or designate, to use best efforts to arrive at school in time to care for any students who may arrive at school despite closure announcements.
5. Facilities staff, identified by the Director of Facilities and Operations, are expected to assist with snow removal or other weather or hazard related challenges.
6. No other non-n.2 (a)-12.2 (d8(1D.3 (6.4-37.735 ))TJ -13.94 (ar)-6.3.1 (r)-6.4 (ec)ed2 (d by)-8 ( )-12. (per)-6.4 (w)-2.9 e