

***Emergency Closing of School***

The Board of Education delegates to the Superintendent of Schools the decision to close the schools, delay the opening hour or dismiss students/staff early when hazardous weather or other emergencies threaten the health or safety of students and personnel. The Superintendent may delegate this authority to another staff member in the event of his/her absence.

Schools will not be closed merely to avoid inconvenience. While it may be prudent, under certain circumstances, to excuse all students from attending school, to delay the opening hour, or to dismiss students early, the Superintendent has the responsibility to ensure that administrative, supervisory, and operational activity is continued to the extent possible. School closings, delayed starting times and early dismissals will be announced over local radio and television stations and on the District's website. If no communication is made, it can be assumed the schools are in session, and are opening on time.

In making the decision to close schools, the Superintendent may consider many factors, including the following, which relate to the safety and health of children:

1. weather conditions, both existing and predicted;
2. driving, traffic, and parking conditions affecting public and private transportation facilities;
3. actual occurrence or imminent possibility of any emergency condition that would make the operation of schools difficult or dangerous; and
4. inability of teaching personnel to report for duty, which might result in inadequate supervision of students.

The Superintendent will, whenever possible, consult with weather forecasting agencies, staff members of the District's Office of Transportation and Office of Operations and Facilities, and appropriate staff from the City and Towns regarding road conditions. The Superintendent will also communicate with the bus contractors, the BOCES District Superintendent and the Superintendents of neighboring school districts.

All building principals will be contacted by a central office staff member informing them that schools will be closed or delayed. The building principal will then contact his/her building staff with this information.

Students, parents, and staff will be informed early in each school year of the procedures that will be used to notify them in case of emergency closing.