

5.10 Emergency Closing of School

1. Rationale

- 1.1. When extreme weather occurs and creates power outages, hazardous driving conditions, and/or an unsafe workplace, school may be canceled. Parents, caregivers and faculty will be notified as soon as possible.
- 1.2. In the event that unsafe conditions arise during the regular school day, parents may be contacted to pick up the children so that the school can be closed.
- 1.3. Please note that Kootenay Christian Academy is considered open until a decision to close is required. Decisions on school closures are usually made by 6:30am. It is always a parent's decision whether to send their child to school based on safety and individual circumstances. If you feel it is unsafe for you or your child to travel to or attend an open school for any reason, please keep your child home and report an absence to the school. KCA Instructional Faculty are always expected to report to work if safe to do so, until such a time that they are notified of a closure.

2. Guidelines

- 2.1. Ability of staff to clear parking lots and school access, including sidewalks and entrances.
- 2.2. Ability to guarantee that staff can get to work in a prompt and safe manner.
- 2.3. Prolonged power outages.

3. Process for closure due to inclement weather

- 3.1. Preceding a snowfall warning or inclement weather, administration will arrive on site to check conditions.
- 3.2. Principals will communicate closures to their own faculty.
- 3.3. In the event students arrive onsite during a closure, administrative staff will communicate the closure and arrange for the student to be picked up if necessary. Staff may not transport students home.
 - 1.1.

4. Communication to Parents

- 4.1. Current information about school closures will be posted on Facebook and Instagram, as well as our website www.kcacademy.ca. If you don't have internet connectivity but your phone is working, call a relative or friend in an area that has not been affected by the weather and ask them to check KCA social media networks for you.
- 4.2. Local radio stations are also informed of school status in the Cranbrook community.