

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

Section SCHOOLS AND STUDENTS

Policy Name INCLEMENT WEATHER

533

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POLICY

The safety of students and staff is always of paramount concern.

From time to time in our northern communities, inclement weather presents difficulties for students and employees in getting to school or work. Inclement weather means the existence of extreme climatic conditions (i.e. heavy rain, hail, snow, high winds, extreme cold, etc.) that may present unsafe travel conditions (road conditions, etc.).

When these difficulties occur, everyone has certain responsibilities.

1.0 Parents / Students

Parents have the primary responsibility for determining the safety of sending children to school. In inclement weather, the Board does not assume responsibility for determining when it is safe for children to travel to school. During particularly inclement weather, the Principal or designate shall advise parents when buses are not running.

2.0 East of Thunder Bay Transportation Consortia (ETBTC)

The area school bus operators, in conjunction with the East of Thunder Bay Transportation Coordinator, may cancel student transportation services (by route, by area or by entire jurisdiction) after consultation with:

- Environment Canada
- Ministry of Transportation
- Ontario Provincial Police
- Area school principals, if required.

The Coordinator will communicate the decision in the following manner:

- Board of Directors of the Consortium
- School Board Directors of Education
- Local radio stations (CFNO, CBC English and French)
- Consortium website update - www.etbtc.on.ca

When buses are cancelled before the morning runs, they will be cancelled for the entire day.

3.0 Principals

The Principal will be notified by the East of Thunder Bay Transportation Consortium Coordinator, at the earliest possible time, generally between 6:00 am and 6:30 am, but no later than 7:30 a.m.

The principal or designate will advise the staff, students and the community of the bussing situation. Ongoing, clear, informed communication must be ensured by the school principal.

3.1 If students are not yet in attendance, the principal or designate will:

- a) advise teaching staff and institute predetermined procedure to advise students and parents of school situation (i.e., telephoning from class lists, School Messenger);

3.2 If students are already in attendance, the principal or designate will:

- a) inform the teaching staff who in turn advise students based on the school's emergency predetermined procedures as approved by Director;
- b) institute procedures to advise parents;
- c) ensure with cooperation of staff, arrangements to cover students where no one is present to receive the students at their homes.

4.0 Employees

Each employee has a responsibility to assess the situation and determine if it is safe to travel to work and assume their duties **for the full day**. The Board **does not expect**, employees to travel in unsafe conditions. However, if an employee chooses not to report for work, then this absence, as in the case of all absences, must be covered under the appropriate Collective Agreement, and their leave will be recorded and charged in conformance with the appropriate section of said Collective Agreement.

5.0 Cancellation of Classes/School Closure

In rare occasions, the Director of Education (in consultation with the Board Chair) may cancel classes for students (schools remain open) or close schools for a temporary period due to inclement weather or transportation failures (as per the Education Act (R.S.O. 1990, c. E.2, s. 19). To ensure consistency for transportation, the decision to close a school is done in consultation with the Directors of Education for other affected School Boards.

Where a school is closed by the Director of Education, employees (not including custodial staff) are required to attend a work location or alternate location determined by the Director of Education in consultation with members of Senior Administration. Consideration will be given to safety, undue hardship and/or reasonableness of the assignment. When an employee reports to an alternative work location, they are under the authority of the Principal and/or Supervisor of that school or facility for their normal hours of duty.