

School Closing and Cancellations

It is sometimes necessary to close school because of inclement weather or hazardous conditions. The Charter Board’s first priority in the event of inclement weather is to ensure the physical safety of all students and employees.

The **administrator** or designee shall be responsible for calling off school due to inclement weather. This will be done after checking on weather conditions in the various parts of the district. This information can be obtained by calling the dispatch office, road and bridge foremen, bus drivers, weather stations, or other informed people. At least two sources should be checked before calling off school in any or all parts of the district.

In most situations, canceling school shall be done prior to 5:50a.m., so that the proper contacts can be made.

Once the determination to close school has been made, a process for proper notification shall be initiated. A school-closing list will be established and used to call off school.

Once school is in session, early dismissal shall only be authorized through the superintendents or designee. The **administrator** or designee shall be encouraged to recommend to the **administrator** whether school should be dismissed early. This recommendation should have for its based information from local officials who can responsibly advise the **administrator**.

If weather conditions prohibit the transportation of children to their homes, the administration and teaching staff shall be responsible for making the student as comfortable as possible, providing control, and furnishing food to the students from the school kitchen. Students shall only be released when it is safe to do so.

If weather conditions continue to be so bad that transportation home is not possible, emergency placement overnight for every student shall be provided. A record of where a child should stay in emergency situations shall be kept at school.

LEGAL REFS.: C.R.S. 22-32-109 (1)(n)
C.R.S. 22-33-104 (1)

CROSS REFS.: IC/ICA, School Year/School Calendar
JLIB, Student Dismissal Precautions

First Reading Date: _____

Adoption Date: _____

Lake George Charter School