

## WINDSOR CENTRAL SUPERVISORY UNION



Barnard • Killington • Prosper Valley • Reading • Woodstock • Woodstock Union Middle/High

# **SNOW DAY or EMERGENCY CLOSURE PROTOCOL**

With winter and the stormy conditions that often come with it, Windsor Central Supervisory Union schools will remain open if at all possible on all scheduled school days, even when weather conditions may be challenging.

During adverse conditions, we encourage parents to make attendance decisions for their children based on their specific ability to get to school safely. Not all streets are plowed at the same time, and if you do not think it is safe to send or take your kids to school during a weather incident, you have the option to keep them home. Schools understand and respect this decision and will work with families. Parents are also welcome to pick up students at school any time if you feel that transportation safety is a concern.



### **Why do we try to keep Windsor Central Supervisory Union schools open during inclement weather?**

Like any public service, people count on our schools to remain open. Our role in the community goes beyond providing educational services:

- Many Windsor Central Supervisory Union students rely on their neighborhood schools for breakfast and lunch. These meals are not simply convenient; they provide nutritional needs for children who may otherwise go without.
- A significant number of students in the district would remain home alone without supervision if their school had an unscheduled closure. Many families don't have the luxury of adjusting work schedules on short notice.
- A functioning school building provides warmth and safety in addition to classroom instruction.

### **What happens if Windsor Central Supervisory Union schools close?**

District administrators will be monitoring weather conditions throughout the night and in early morning hours. They will be in contact with the National Weather Service, the Department of Transportation, local road crews, and other area districts prior to making any decisions. All school administrators will be advised as early as possible regarding delays or cancellations; in addition, the media will be contacted and the district automatic calling system will be activated to place calls/texts/emails to each home that has provided correct contact information.

**If severe weather conditions or other events force a delayed start, closure after a delayed start, or early release, the following procedures will be implemented:**

#### **Two-hour delayed start:**

1. Bus routes and school openings will occur two hours later than normal operating hours.
2. Field trips will be canceled.

**Full-day closure procedure after a delayed start:**

1. If, after the decision for a two-hour delay, it is determined necessary to close school for the entire day, local radio and television stations will be notified as early as possible.
2. The district automatic calling system will be activated to place calls/texts/emails to each home that has provided correct contact information.

**Early Release due to an emergency situation:**

1. Automated phone calls/texts/emails will go to each home that has provided correct contact information.
2. Local radio and television stations will be notified as early as possible.

**Will there be after-school activities in Windsor Central Supervisory Union schools?**

When there is any Snow Day or Emergency School Closure Protocol underway within the Windsor Central Supervisory Union all after-school activities will be canceled.

**Bus Delays:**

Weather, traffic, driver absenteeism, maintenance difficulties, and unforeseen incidents can be responsible for delays in the arrival of school buses in the morning and afternoon. Please know that we do everything humanly possible to have all buses on schedule every day.

In the event that your bus does not arrive as scheduled, please allow ten to fifteen minutes before calling the school. All passable routes will be run regardless of how late the bus is. Students and parents should have a backup plan in case the bus is very late. We will post any known delays on our website at [www.wcsu.net](http://www.wcsu.net) as soon as we are notified.

Please be aware that there are circumstances in which the bus driver may determine that a particular part of a route cannot be completed safely. Under these circumstances the driver will reroute as necessary.

**Emergency Plan:**

Parents are encouraged to create an emergency plan for their students to determine with their students where to go or what to do if a parent is not home and schools are closed, delayed, or dismissed early. In the event of an early release, elementary students will be held at school until parents or guardians are notified and arrangements are made to keep the students safe.

**Remember, no announcement means normal school operation.**

**What to do if you do not receive an activated automated phone call/text/email:**

1. Call your school's Administrative Assistant. They will verify the accuracy of the contact information.
2. The Administrative Assistant will contact Windsor Central Supervisory Union directly if further action is needed.