

<b>Safety and Emergency Measures 10510</b> Severe Weather - School Closure	<b>Administrative Application</b>	
	<b>Last Reviewed / Approved on:</b>	August 14, 2024
	<b>References:</b>	Administrative Application 5310 – Cancellation of Student Transportation Policy 12 – Role of the Director Policy 16 - Transportation
	<b>Status:</b>	Operational

### Preamble

Severe weather can be a part of a Saskatchewan winter. Severe weather may include very cold temperatures, wind chill, blizzards, heavy snow, high winds, ice storms, and impassable roads. Any one of these conditions or a combination thereof may be in consideration when determining temporary school closures.

The Regina Catholic School Division (RCSD) takes these severe weather factors into consideration when determining the cancellation of classes and/or school closures, but the safety of students and staff is the primary consideration in the decision making process.

### Application

#### 1. Decision to Implement School Closures Due to Severe Weather

Executive Council will determine school closure due to severe weather (i.e. a blizzard with zero visibility, snow and extremely cold temperatures). This decision will be in consultation with the Board of Trustees. If classes are cancelled, our schools will do the very best to have a staff member at the school.

#### 2. Communication to Staff and Parents/Guardians of School Closure

Once the Board and Executive Council determines that schools will be closed due to severe weather, communication will be sent out to parents/guardians through the following methods:

- a. Edsby - Broadcast
- b. Edsby – River of News
- c. School/Division Website Imagine Everything
- d. School bundle – Emergency text messaging

Secondary Communication may be sent out and shared with parents through;

- e. Local TV news & radio stations

#### 3. What Parents/Guardians Need to Do

When the weather forecast indicates that severe weather is upon us, parents/guardians should be extra attentive to communication from the school division and the media in

preparation should schools be closed and/or transportation services be cancelled due to severe weather.

Parents/guardians will need to have alternate arrangements in place for their children in cases where classes are cancelled; and children should be aware of these alternate arrangements. It is important that parents/guardians provide their child's school all of the important contact numbers, including emergency phone numbers and a telephone number at which you the parent/guardian can be reached immediately.

As primary caregivers, parents/guardians are able to decide what is best for their children.

The option to keep children at home when weather conditions are extreme is at the parent's discretion. If parents/guardians choose to keep their children home, they should contact the school to report the absence. As a school division, we have a responsibility to educate your child and work very hard to minimize any interruption to your child's education, and as a result, classes are interrupted only on rare occasions.

#### 4. **Cancellation of Student Transportation Services**

Once school closure has been determined, **all transportation services would automatically be cancelled for the entire day.** Parent/guardians would be notified as above.

- a. Transportation would be automatically cancelled if schools are closed but in the event that transportation is cancelled for any other reason while schools remain open, refer to *Administrative Application 5310 – Cancellation of Student Transportation*.

#### 5. **Severe Weather and Out of the City Bus Travel - Extra-Curricular Activities**

In the event that impending weather of a severe nature might prohibit out-of-city travel, the school administration should consult with their School Superintendent to determine the appropriate plan of action.

Depending on the impending weather situation, considerations for this plan will include the consultation with the Saskatchewan Ministry of Highways and the highway hotline which outlines the highway travel conditions.

Safety of our students is the overriding consideration when a decision is made to delay, alter or cancel student travel. However, out-of-city travel will not occur when the road conditions are deemed unsafe as indicated on [www.saskatchewan.ca/highways](http://www.saskatchewan.ca/highways), specifically travel not recommended and road closed.