



4505 SCHOOL CLOSURE GUIDELINES

Policy Type: Administrative
Applies To: All Staff, Students, Visitors
Approved By: LCS Head of Schools
Policy Reviewed: every 2 years
Adopted: 11 2019
Revisions: 08 2021

1. PURPOSE

- (a) When extreme weather occurs and creates power outages, hazardous driving conditions, and/or an unsafe workplace, school may be cancelled. Closures due to extreme conditions or inclement weather are an annual occurrence in the Fraser Valley. Parents, caregivers and faculty will be notified as soon as possible.
- (b) 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.
- (c) Please note that Langley Christian Schools are all 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. LCS 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. TRANSPORTATION CONSIDERATIONS:

The bussing company CCSTA will cancel if road conditions poor. Less than 20% of current students depend on bus for transportation. Several staff, including administrators live more than 30 kilometres east of the school site and may have difficulty getting to work in the event of in severe weather and road conditions. LCS families and staff are located throughout the Fraser Valley from Surrey to Abbotsford.

3. GUIDELINES FOR CLOSURE:

- (a) Bus cancelation will impact students and may indicate that road conditions are unsafe.
- (b) Ability of facilities staff to clear parking lots and school access, including sidewalks and entrances.
- (c) Ability to guarantee that staff can get to work in a prompt and safe manner.
- (d) Prolonged power outages caused by weather.
- (e) High winds create unsafe conditions for students and parents on school grounds.

4. PROCESS FOR CLOSURE DUE TO INCLEMENT WEATHER:

- (a) Preceding a snowfall warning or inclement weather, Operations staff will arrive on site to check conditions by 5:30am. All administrative staff should be accessible via mobile phones by 6:00am each day.
- (b) Snow removal if required will start no later than 5:00am. Operations staff to determine if it is possible to provide safe access to all campuses.
- (c) Operations staff will consult with Head of Schools on whether schools are closed and will notify principals so they can notify staff and communicate closure through media channels.
- (d) Administrative staff who are safely able to travel, will report to their school site in the event students or faculty arrive. Administrative staff may leave with Head of Schools approval once it is established that no safety risks or student concerns are present.
- (e) Closures will be communicated to principals at the earliest possible time. Principals will communicate closures to their own faculty.
- (f) LCS Faculty should be mindful of what is communicated personally online or on social media if schools are closed. Protection of the integrity and reputation of the teaching profession should guide what is communicated or posted when faculty are not at work during a school closure.
- (g) 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.

5. COMMUNICATION OF CLOSURE TO PARENTS

- (a) Current information about school closures will be posted on Facebook and Instagram, as well as our website www.langleychristian.com. 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 LCS social media networks for you.
- (b) Local radio stations are also informed of school status in the Langley community. Tune in to CKWX 1130AM, CKNW 980AM, Country Radio 107.1FM, Pulse 107.7 or CBC 690AM or 88.1FM for updates.