

# School Closings and Inclement Weather Procedures

Staff begins making preliminary plans for possible scenarios as soon as meteorologists release somewhat reliable storm information. The morning of an event, staff begin communicating around 4:00 a.m. and are out checking road conditions by 4:30 a.m. While checking the roads, staff also communicate with the Sheriff's department, the Chief of Fire and Emergency Services, VDOT, and neighboring school divisions. The goal is to make a decision about a delay or school closing by 6:00 a.m., because some buses are on the road at 6:15 a.m.

Please know that when making these decisions, student safety is our priority. These decisions are not made in haste and we do not take this responsibility lightly. We ask that you be patient with us when we do not make the delay or closing call as early as you would like or when we need to send out multiple SchoolMessenger calls.

## **How do I find out if school is closed or schedules change?**

First word of any changes can be seen on the King William County Public Schools' website ([www.kwcps.k12.va.us](http://www.kwcps.k12.va.us)), on Facebook (<https://www.facebook.com/king.william.777>), and Twitter ([@kwcps](https://twitter.com/kwcps)).

Staff will also send out important announcements via SchoolMessenger. If you do not receive these messages during inclement weather, be sure to contact your child's school to update your phone numbers in our PowerSchool system. Families can expect calls as early as 5:30 a.m. on days when closings are announced.

Radio and television announcements will also be made through normal local outlets.

## **If school has been closed for several days and my road is still not accessible to buses but a nearby road is clear, can my child still be transported to school?**

During prolonged school closures due to weather, we will activate alternate routes for bus transportation as needed. In past years, we have found that some roads are not always clear and buses are not able to travel in or on them. When staff determines that alternate routes will need to be used, a school messenger call will be sent out.

For any questions about the inclement weather and emergency closing process, contact Tony Stone, Director of Operations, at [astone@kwcps.k12.va.us](mailto:astone@kwcps.k12.va.us) or (804)769-3434.

## **INCLEMENT WEATHER CLOSING CODES**

- Code 0** ALL operations are closed and no employees should report to work.
- Code 1** Transportation personnel, maintenance personnel, ALL custodial personnel and administrative personnel should report to work at the regular time or as soon as road conditions permit. (clerical staff do not report)
- Code 2** Transportation personnel, maintenance personnel, ALL custodial personnel, and administrative personnel should report to work at 10:00 a.m. (clerical staff do not report)
- Code 3** ALL 12-month employees and ALL custodial staff should report at the regular time.
- Code 4** ALL 12-month employees and ALL custodial staff should report at 10:00 a.m.
- Code 5** ALL employees report at 9:00 a.m.
- Code 6** ALL maintenance and custodial staff report as directed.
- Code 7** Twelve-month administrators and directors report as directed.