

# Wyoming County Schools

*"Inspiring Our Students to Learn, Dream, and Achieve!"*



## EMERGENCY SCHOOL DELAY OR CLOSING PROCEDURES

**2019-2020**

### **Wyoming County Board of Education**

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## EMERGENCY SCHOOL DELAY OR CLOSING PROCEDURES

The Wyoming County Board of Education and the personnel in all of our schools are sincerely concerned about the students placed in our care. Their safety is of utmost importance. Emergency situations sometimes occur that warrant the closing of schools to protect the well-being of students. This brochure is intended to inform parents, students, and community members about such situations and the procedures to be followed when closings occur.

### **Under what conditions are schools closed?**

The primary reason for closing schools is unsafe road conditions caused by severe weather. Extreme snow, ice, cold, or flooding may result in cancellation of school. In addition, failure of mechanical or electrical equipment in schools, or other emergency situations could make it inadvisable to operate schools on certain days.

### **Who is responsible for making the decision to close schools?**

Chapter 18, Article 4, Section 10, relating to the School Laws of West Virginia, designates the Superintendent of Schools as the person to make the decision to close schools when conditions are detrimental to the health, safety, or welfare of students.

### **How does the Superintendent arrive at a decision to close schools?**

Every effort is made to accurately assess the conditions of roads and school facilities. Efforts to determine these conditions are generally started with television, radio, and computer weather forecasts and forecasts from the weather service during the night. Early in the morning, calls will be made to the National Weather Service and Department of Highways to determine road conditions, as well as a future schedule for road upkeep. This information is followed by calls to bus operators and other individuals, in different areas of the county, to determine local conditions. If the weather conditions do not permit the running of buses, the Superintendent announces the closure of school, whereupon television and radio stations will be notified, as well as all employees and students through the School Messenger call system. The information will also be posted on the Wyoming County Board of Education Facebook page, the Wyoming County Schools mobile app, on Twitter @SchoolsWyoming, the Wyoming County Board of Education website, and the West Virginia Department of Education website.

### **Will there ever be need of a delay or late schedule?**

Yes. The Superintendent, after carefully considering the conditions of various roads, as well as the forecasts of weather stations, may decide to run a delayed schedule in order to give the Department of Highways more time to clear the roads, or the temperatures to climb. With the delayed schedule, television and radio stations will be notified as well as all employees and students through the School Messenger call system, Wyoming County Board of Education Facebook page, the Wyoming County Schools mobile app, on Twitter @SchoolsWyoming, the Wyoming County Board of Education website, and the West Virginia Department of Education website. The delay schedule will be



three hours. Instructional personnel, service personnel, and students will adjust their schedules, accordingly.

### **How are parents, students, and the community notified when students are closed or delayed?**

When the decision is made to close schools or delay the opening of schools, all students and staff will receive notification through the School Messenger call system regarding delays or closings. Announcements will be posted on the Wyoming County Board of Education Facebook page, the Wyoming County Schools mobile app, on Twitter @SchoolsWyoming, the Wyoming County Board of Education website at [boe.wyom.k12.wv.us](http://boe.wyom.k12.wv.us), and the West Virginia Department of Education website at [wvde.state.wv.us](http://wvde.state.wv.us) for a school delay or closing.

The following television and radio stations will be notified to make the appropriate announcement.

<u>Radio Stations</u>		<u>Television Stations</u>
WJLS-99.5 FM	WPMW-92.7 FM	WSAZ TV 3
WTNJ-105.9 FM	WHAJ-J104.5 FM	WOAY TV 4
WCIR-103.7 FM	WHKX-106.7 FM	WVVA TV 6
WMTD-102.3 FM	WHQR-107.5 FM	WCHS TV 8
WWNR-101.1 FM (620 AM)	WVSR-102.7 FM	WVNS TV 59
WASX-94.1FM	WVAPR-PBS	
WBKW-93.5 FM (1070 AM)	MetroNews	

### **Can a bus driver make the decision to not run his or her route?**

Yes. Since a decision has been made by the Superintendent at such an early time and weather conditions can change drastically by the time school will begin, bus operators are given the authority to make a second decision on their particular run if the road appears to be unsafe. The bus driver will notify his/her supervisor and other bus drivers, as well as those children on his/her run.

### **Do parents play a role in the decision to send their children to school?**

Yes. Parents play an important part in this decision because if parents feel their children should not ride the bus due to bad weather conditions, they may keep them home. When the child returns to school, he/she should have a note from his/her parent or guardian stating the circumstance.

### **What specific things could parents do to assist school authorities in early dismissals?**

1. Have a radio and/or television available to listen for announcements of closing of schools.
2. Unless the school principal or teacher is properly notified in advance, each child will be released from school to return home in the regular manner. Notification to the school of special procedures for a child to follow should be in writing and signed by the parent or guardian. Wyoming County Board of Education Policy prohibits releasing a child from the school to anyone except the child's parents or guardian unless specific permission is given by the parent or guardian to school authorities.
3. Make sure children know what to do in the event the parent is not at home when an early dismissal occurs.
4. Keeping accurate phone numbers on file at the school is important in the notification of parents. Downloading the Wyoming County Schools mobile app to receive alerts is useful, as well.

### **What procedure will be followed if school has been cancelled before the normal dismissal time?**

Efforts will be made to keep all schools open for a full day. However, if an emergency situation occurs during the school day or weather forecasts call for dangerous conditions, it may be advisable to dismiss classes earlier than normal. When this occurs, the announcement will be made through the School Messenger call system, radio and television stations, Wyoming County Board of Education Facebook page, the Wyoming County Schools mobile app, Twitter @SchoolsWyoming, the Wyoming County Board of Education website and the West Virginia Department of Education website. Emergency closing announcements will be made at the earliest possible time.

### **How will days be made up that are lost because of school closing?**

The Wyoming County Schools calendar provides for specific make-up days for those lost due to the emergency closing of schools.

In the event of excessive days lost due to school closing, Non-Instructional Time Days (NTID) may be called. If a NTID Day is announced, students will be expected to work on their Weather Day Pack assignments for a minimum of five hours at home. All employees will report to their work locations on a delay schedule. Teachers will be available to provide assistance with Weather Day Packs through phone calls, emails, and/or LiveGrades. If a day is specified as a NTID Day, parents and students will be notified of that designation by the School Messenger call system, Wyoming County Board of Education Facebook page, Wyoming County Schools mobile app, on Twitter @SchoolsWyoming, and the Wyoming County Board of Education website.

**We appreciate the cooperation and support  
our schools receive from our parents and communities!**

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