

# EMERGENCY SCHOOL CLOSING PROCEDURES

If the North Mac Schools must be closed due to inclement weather or other unexpected circumstances, ***school families and district employees will be notified via the Skylert telephone system.***

Public notification will be available via television, radio, and Internet. If in doubt about whether or not school will be in session, please refer to one of the following broadcast outlets:

## **Television**

WICS Channel 20

## **Radio**

WSMI –Carlinville

## **Internet**

District Webpage

North Mac CUSD #34 Facebook page

In the event of other emergencies not related to weather that might require the schools to close or be evacuated during the school day, all district staff will follow the steps outlined in the Board-approved *Crisis Management Plan* to ensure the safety and well-being of all children in the schools.

It is very important that every family discuss and practice a plan for their child(ren) in the event of an unexpected school closing when the parents might be delayed in arriving home, i.e., having the child report directly to the home of a trusted neighbor, etc.

## **How do we make school closing decisions?**

The decision to open or close the schools in bad weather is based on a careful analysis of all the relevant factors, including:

- ▶ Road conditions throughout the District
- ▶ Amount of snow and ice
- ▶ Whether precipitation is expected to continue
- ▶ Building conditions
- ▶ Temperatures and wind chill factors
- ▶ School closing decisions by other surrounding districts

## **Who makes the decision?**

The Superintendent of Schools is responsible for the final decision, based on the above factors and input from the transportation and facilities departments, and collaboration with surrounding school Superintendents.

## **When is the decision made?**

All effort is made to make the decision regarding school closing the evening before by 9 p.m.

Adverse overnight weather conditions may require an early morning decision to close schools.

**How is the public notified?**

Parents and guardians will be notified by a direct phone call from the Superintendent or Administration using the Skylert calling system.

The school district website ([www.northmacschools.org](http://www.northmacschools.org)) or facebook page (North Mac CUSD #34) is the next best source of information on school closing; once a decision is made, the information is posted almost immediately on the website. The notice is also reported to local media.

**What about early closings?**

Every effort is made to keep the students in school for their full day once they arrive due to the high numbers of parents working at locations far from the District schools. If conditions are severe and warrant an early closing, the information will be on the district website and posted with local media. In addition, parents/guardians will be notified by a direct phone call through *Skylert*. Be sure the district has your current contact telephone numbers. Every family should discuss a plan with their children in regard to what they should do in the event they arrive home before the parent/guardian.

In conclusion, please remember that the decision to close school due to inclement weather is based on the best information available at the time that the decision is made; however, we can never guarantee how the weather will affect a particular area. If you do not feel that it is safe for your child to attend school, use your best judgment.