

Emergency Closures

When hazardous weather or emergency conditions exist or are reliably predicted, the superintendent or designee shall make the decision to close a school or schools after considering the following factors:

1. Weather conditions, both existing and predicted;
2. Driving, traffic and parking conditions affecting private transportation;
3. Inability of staff to report for duty that may result in inadequate supervision of students;
4. Actual occurrence or imminent possibility of emergency conditions and the predicted duration of the dangerous or emergency conditions;
5. Seriousness of the hazardous or emergency conditions as judged by the local traffic, safety, weather and school authorities.

Specific procedures for school closure due to hazardous weather or traffic conditions are as follows:

1. The district operations supervisor and transportation supervisor shall determine if hazardous weather or traffic conditions exist after conducting a driving test on roads and consulting with local traffic authorities prior to 5:00 a.m. on affected days. The following recommended sequence can be used:
 - a. Operations supervisor and transportation supervisor drives outlying roads;
 - b. Operations supervisor and transportation supervisor contacts the Jefferson County Sheriff's office;
 - c. Operations supervisor and transportation supervisor contacts the Warm Springs Police Department;
 - d. Operations supervisor and transportation supervisor contacts the Warm Springs Road Department;
 - e. Operations supervisor and transportation supervisor contacts who in outlying areas to determine status of road conditions;
 - f. Operations supervisor and transportation supervisor contacts the Jefferson County Road Department;
 - g. Transportation supervisor contacts the director of operations.
2. The superintendent or designee shall be informed of the hazardous weather or emergency conditions and be provided descriptions of the conditions and reasons for closing schools. The superintendent or designee shall then make the decision to continue on a regular schedule, announce a delay to start a school or schools, or to close a school or schools.

3. A decision to close or delay the opening of school will be announced as follows:
 - a. Superintendent will immediately inform district administrators and supervisory personnel, then inform Central Oregon radio stations and television stations to authorize the school closure announcement.
 - b. District supervisory personnel will immediately inform staff (i.e., cooks, custodians) to assure safe and healthful school operations.
 - c. Principals and/or those responsible for activities will notify other schools or agencies affected by the school closure.