

## **GALA Emergency Closing Policy**

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In the event of an emergency or inclement weather, the school's emergency closing policy will apply:

- If the Cleveland Public Schools/Cleveland Metropolitan School District are closed, then GALA will be closed, unless the district-wide emergency does not have a direct impact on GALA.
- In the event that the Cleveland City Schools are not closed, but the School Director decides the conditions are too treacherous for driving, he/she may close the school.

All parents are required to provide transportation to school for their child (ren) on these days. All parents should exercise their judgment regarding transporting their children to school. If you feel the weather is too severe, or road conditions too dangerous, please keep your child(ren) at home, and call the school to notify us of your decision (216-315-7942).

The school recommends parents monitor iAlert on <http://www.wkyc.com/closings> (Channel 3) or Fox 8 <http://fox8.com/closings/> (Channel 8) for district and GALA closing information. Families should also monitor the GALA Facebook page, GALA private family Facebook page, and our Twitter account for updated information.

GALA school closing decisions will be announced by 6:00a.m. or earlier.

Outdoor play decisions (such as recess) will be based upon the American Pediatric Association's Weather Guidelines for children, which take into consideration both the temperature and the wind chill. Decisions will be made with student safety in mind, and will be at the discretion of the Principal and Founding Director.

### **When will I find out that the school is closed, delayed or my child is being sent home early or relocated?**

When all schools are closed, you will be notified by 6 a.m. The decision to will be made at least 2 hours prior to the school opening if at all possible. The Founding Director will decide by 5:45 am. Media will be notified by 6 a.m.

### **Who decides to close school, delay school start, dismiss school early or relocate students?**

The Founding Director makes the final decision in consultation with the Principal and Administrative Assistant.

### **What are the acceptable reasons for closure?**

Acceptable reasons include hazardous weather, interruption of water, electricity or similar services and other conditions making it impractical to open a school building or conditions that warrant closing.

Weather variables include wind chill temperature (a wind chill temperature of minus 15 degrees as forecast by the National Oceanic and Atmospheric Administration and the National Weather Service for the Cleveland NOAA), precipitation (freezing rain or sleet; ice on the ground; 5-10 inches of snow on the ground; and 3 or more inches of snow overnight on top of existing snow), visibility (less than 50 feet); street or sidewalk conditions (icy or deep snow) or city advisories (airport, travel or street “advisory” or “warning” issued by city or weather services).

### **Will after-school, before-school or weekend activities be cancelled?**

1. After-school activities are cancelled when school is closed or students are sent home early or relocated. Activities are not cancelled when school is delayed.
2. Before-school activities are cancelled when school is closed or delayed.
3. Weekend activities will be judged on a day-to-day basis (i.e. Friday, Saturday and Sunday will each be judged separately). Activities will be cancelled if school is closed on Friday. If the conditions that caused a closing on Friday have changed for the better on Saturday and/or Sunday and it is safe to conduct the activities, then those will go forward as scheduled.

### **How will I be notified if weekend events are cancelled or will be held?**

Parents, caregivers and participants will be notified via local news stations and any call lists for participants.

### **Do I have to be told that my child is being sent home?**

1. Parental notification is required for early dismissal of a student under 18 years old, but all parents, regardless of their students’ age, will be contacted and advised of the early dismissal.
2. Parental consent is required for early dismissal of any student under 18 years old. Parental consent may be provided in advance with written sign-off or obtained via telephone at the time of the early dismissal. Written logs of the consent obtained should be maintained at all schools. Identification should be checked for individuals who pick up students for early dismissal. Parental consent is not required for students age 18 and older.

**Do school employees still go to work when schools are closed, delayed or my child is sent home?**

1. If all school is closed: School-based employees are not expected to report to school, except custodians, who are expected to report to school unless otherwise directed by the Founding Director.
2. If the school facility is closed: School building staff are not expected to report unless directed by the principal to assist with students who may arrive at school.
4. If children are sent home early: All employees are expected to remain at work until all students are picked up and dismissed by their supervisor, or at regular release time, whichever is earlier.
5. If students are relocated to another school: All employees are expected to remain to assist with the relocation as directed by the principal.
6. Administrative Staff will be assigned to assist the school to be relocated.