

# **SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD**

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*Section*                   SCHOOLS AND STUDENTS

*Policy Name*           INCLEMENT WEATHER

533

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## **POLICY**

The safety of students and staff is always of paramount concern.

From time to time in our northern communities, inclement weather presents difficulties for students and employees in getting to school or work. Inclement weather refers to extreme conditions (i.e. heavy rain, hail, snow, high winds, extreme cold, etc.) that may present unsafe travel conditions (road conditions, etc.).

Under these conditions, the following responsibilities apply.

### **1.0 Parents / Students**

Parents and guardians are responsible for assessing the safety of sending children to school. During inclement weather, the Board does not assume this responsibility. Parents and guardians are encouraged to download the Bus Planner app and monitor school social media channels.

### **2.0 East of Thunder Bay Transportation Consortia (ETBTC)**

The area school bus operators, in conjunction with the East of Thunder Bay Transportation Coordinator, may cancel student transportation services (by route, by area or by entire jurisdiction) after consultation with:

- Environment Canada
- Ministry of Transportation
- Ontario Provincial Police
- Area school principals, if required.

The Transportation Coordinator will communicate the decision in the following manner:

- Via the Bus Planner app, the following groups will receive notifications:
  - Board of Directors of the Consortium
  - School Board Directors of Education
  - School Principals
  - Parents and guardians
- Local radio stations
- Consortium website - [www.etbtc.on.ca](http://www.etbtc.on.ca) and social media

When buses are cancelled before the morning runs, generally, they will be cancelled for the entire day.

### **3.0 Principals**

The principal will be notified by the East of Thunder Bay Transportation Consortium Coordinator via the Bus Planner app, at the earliest possible time, generally between 6:00 am and 6:30 am, but no later than 7:30 a.m.

The principal or designate will advise the staff, students and the community of the bussing situation. The school principal will provide ongoing, clear, and informed communication to the community..

3.1 If students are not yet in attendance, the principal or designate will:

- a) advise teaching staff and implement predetermined procedures to advise students and parents of the school situation (i.e., telephoning from class lists, School Messenger).

3.2 If students are already in attendance, the principal or designate will:

- a) inform the teaching staff who in turn advise students based on the school's emergency predetermined procedures as approved by Director.
- b) implement procedures to advise parents.
- c) ensure with cooperation of staff, and arrangements to support students where no one is present to receive the students at their homes.

### **4.0 Employees**

Each employee has a responsibility to assess the situation and determine if it is safe to travel to work and assume their duties for the full day. The Board does not expect employees to travel in unsafe conditions. However, if an employee chooses not to report for work, then this absence, as in the case of all absences, must be covered under the appropriate Collective Agreement, and their leave will be recorded and charged in accordance with the appropriate section of said Collective Agreement.

### **5.0 Cancellation of Classes/School Closure**

In rare occasions, the Director of Education (in consultation with the Board Chair) may cancel classes for students (schools remain open) or close schools for a temporary period due to inclement weather or transportation failures (as per the Education Act (R.S.O. 1990, c. E.2, s. 19). To ensure consistency for transportation, the decision to close a school is done in consultation with the Directors of Education for other affected School Boards.

Where a school is closed by the Director of Education, employees (not including custodial staff) are required to attend a work location or alternate location determined by the Director of Education in consultation with members of Senior Administration. Consideration will be given to safety, undue hardship and/or reasonableness of the assignment. When an employee reports to an alternative work location, they are under the authority of the principal and/or Supervisor of that school or facility for their normal hours of duty.