

EMERGENCY CLOSURE OF SCHOOLS

Background

It is recognized that on certain occasions it may be necessary to evacuate and/or close a school.

Directions may be given to evacuate and/or dismiss all or some of the students of a school because of:

- Weather conditions likely to threaten the safety of the students on their way home.
- Failure of plumbing, heating or ventilation installations of a nature likely to be detrimental to the health or safety of students.
- Any other emergency condition likely to be detrimental to the health or safety of students.

Procedures

1. In the event of a potential evacuation or closure, the Principal shall consult with the Superintendent, or designate, as soon as possible.
2. The Superintendent or designate has full authority to adjust regular bus and school operating schedules, and close a school or a number of schools, where an emergency situation has arisen and presents a danger to students and staff, or where classroom conditions become intolerable due to mechanical failure.
3. The Superintendent or designate will advise the Principal of further procedures as deemed necessary.
 - 3.1 The Principal and staff shall make every reasonable effort to ensure that both bus and non-bus students are able to arrive home safely when they are dismissed earlier than the regular school closing time.
4. When classes are suspended, students will be excused from attendance.

Adopted/Revised/Reviewed: JUN 2016/NOV 2019/JAN 2023/SEP 2025/MAR 2026

References: *Education Act 3.1, 3.2, 33, 52, 53, 60, 197, 205.1, 222*
Traffic Safety Act
Occupational Health and Safety Act
Funding Manual for School Authorities
Board Policy 11 – Board Delegation of Authority
Board Policy 12 – Role of the Superintendent
Administrative Procedure 150 - Division Communications
Administrative Procedure 160 - Health and Safety of Students and Staff
Administrative Procedure 231 - At-Home Learning in Emergency Situations
Administrative Procedure 542 - Maintenance and Repair
Administrative Procedure 560 - School Bus Operations
Administrative Procedure 561 - School Bus Schedules