



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

PROCEDURAL GUIDELINES INCLEMENT WEATHER

- Bus operator(s) contact the Consortium Supervisor or his/her designate to advise of transportation issues.
- In situations where the transportation issues do not affect the entire board, the Consortium Supervisor contacts the Director of Education or designate individually to advise of transportation issues (e.g., buses are cancelled for a particular school but not for others).
- In situations where the transportation issues are more widespread (e.g., inclement weather is affecting an entire area) or affect a greater number of students, the Consortium Supervisor organizes a conference call between all Directors of Education (or designates) affected.
- A decision is made about bus cancellations/school closures.

Bus Cancellations

- The Transportation Consortium will notify the media and the Director of Education or designate will request that the Board's Communication Officer put the information on the Board's website.
- The Director of Education or designate contacts the principals of the schools affected.
- Staff members are expected to report and classes resume as usual.

School Closures

- The Transportation Consortium will notify the media and the Director of Education or designate will request that the Board's Communication Officer put the information on the Board's website.
- The Director of Education or designate contacts the principals of the schools affected.

- The principals contact staff members.
 - All principals are expected to report for duty to ensure the safe arrival of students, and once that is determined, they may return home. Other staff members are not required to report to work.
- Parents, staff and students are urged to refer to the Board's website, listen to radio and television stations, and/or refer to other local news sources for any announcements.