



**DISTRICT PRACTICE 10600**  
**EMERGENCY CLOSURE OF**  
**SCHOOLS**

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**DISTRICT PRACTICE:**

1. Due to the geographic dispersion of School District No. 6 (Rocky Mountain), the superintendent or designate is empowered to make the decision about closing a school(s).
2. In making the decision to close schools, the superintendent or designate will consider the following factors:
  - (a) Health and safety of students.
  - (b) Weather conditions both existing and predicted.
  - (c) Driving, traffic, and parking conditions affecting public and private transportation.
  - (d) Actual occurrence and imminent possibility of any emergency condition which would make the operations of schools difficult or dangerous.
  - (e) Inability of teaching personnel to report for duty which might result in inadequate supervision of students.
3. In the absence of the superintendent, the decision to close a school will be made by a member of senior leadership team.
4. Notwithstanding the above, where an emergency situation exists which the principal deems threatening to the health, welfare or safety of students, and where it is not practical to seek prior approval, the principal shall take such action as s/he deems appropriate, and shall report all pertinent facts to the Board through its senior staff at the earliest possible opportunity.
5. If conditions affect only a single school, only that school will be closed.
6. Prior to the beginning of the school year, the administration of the school should establish the procedures that will be used to notify parents in the case of emergency closure of the school.
7. School buses will operate wherever and whenever possible as outlined in policy 7000, Transporting Students on Regular Bus Routes (formerly policy 3600).
8. Students absent from school due to the above circumstances shall be marked absent with no penalties incurred.
9. When schools are closed for emergency reasons, staff members will comply notify their supervisor and report to the nearest accessible school.

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ADOPTED: March 9, 1999  
Amended: December 11, 2007