



MEMORANDUM

Education Centre

2651 Chinook Winds Drive S.W.

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403.945.4000 p

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Date: October 2, 2018

To: **Families of Students Attending Cochrane-Westbrook-Bearspaw Schools**

From: The Principal

Subject: **Emergency Closure of Schools**

*****RVS Transportation Information Line for school bus route updates – 403.945.4138****

In compliance with Board policy, the following procedures will be followed in the case of emergency school closure and cancellation of bus service:

1. Notwithstanding these emergency procedures, **it is always the responsibility of the parent to determine whether or not it is safe for a student to leave for school under severe weather conditions as well as other times.**
2. Closure procedures due to weather will be initiated as early as possible and before students are picked up by the school bus in the morning. Once school begins for the day, school will not be closed because of weather conditions until regular dismissal time. Should it be deemed unsafe to dismiss students at the usual time, students may be kept at the school until it is deemed safe to depart, or until other arrangements have been made.
3. Decisions to close school because of inclement weather or other emergencies will be announced on radio stations, CBC Radio, CHFM Lite 96, 66 CFR, JACK FM, QR 77, Q 107, Country 105, CKMX 1060, CJAY 92 as well as CITY TV, AIR 106 (Airdrie) and Global News Morning Edition. This information will also be posted on the Rocky View Schools' website, RVS App, Facebook, Twitter, and available by telephoning the RVS Transportation information line 403.945.4138.
4. In the event that school is open but an individual bus driver deems it unsafe to drive his/her route, the driver will contact rural parents. Parents will have the option of transporting their children to school but **must be prepared to pick up the children at the end of the school day.** Drivers may also alter or delay their bus routes in response to weather conditions. Rural parents will be contacted by their bus driver of any planned delays or revisions to the bus routes. Urban parents will refer to the RVS website or RVS Transportation line – 403.945.4138.
5. There is a possibility that schools may be closed during the day because of power failures, heating, or plumbing or other emergency. Every effort will be made to hold the children at school. If circumstances warrant, children will be transferred to another location in the immediate area until regular dismissal time.
6. If the decision has been made by the Inclement Weather Committee to close the school before the day starts, it is the Parents' responsibility to make provisions for their children.