


## Administrative Procedures

 <b>AP 805 - Closure, Severe Weather and Student Transportation</b>	<b>References:</b> The Weather Network	<b>Tracking:</b> Feb 2019 – revised/updated Dec 2022 – reformatted Feb 2025 - updated
	<b>Related:</b>	<b>Status:</b> Feb. 25 – Board reviewed

### CLOSURE, SEVERE WEATHER AND STUDENT TRANSPORTATION

Due to the geographic size of North East School Division, the Board believes that providing local discretion in dealing with weather conditions is both prudent and appropriate. The Director of Education is authorized to dismiss students and/or close school in emergency situations.

#### PROCEDURES

##### **1. Responsibility of the Director of Education**

- a. Delegation of authority by the Director of Education or designate to dismiss students, and/or close schools is appropriate and expected.
- b. Adverse winter driving conditions may be valid reasons for non-operation of school buses.

##### **2. Bus Cancellations**

- a. Buses shall be cancelled when the temperature including wind-chill reaches  $-40^{\circ}$  C or lower.
  - Bus drivers will be contacted by the Transportation Services Office in the case of temperature related cancellations. Weather data shall be sourced from The Weather Network.
- b. At the discretion of the driver, buses may be cancelled pending consideration of the following factors:
  - Severely drifted or extremely icy roads
  - Limited visibility due to fog or blowing snow
  - Other environmental conditions. These environmental conditions are normally announced by The Weather Network through its web site or television station.
  - Weather related decisions are to be made on an individual basis and not by area.
  - In all cases the Manager of Transportation Services is to be kept fully informed.
- c. The decision to cancel morning buses shall be made no later than 7:00 a.m.
- d. The decision to cancel afternoon buses shall be made no later than 12:00 p.m.
  - Occasionally, adverse weather conditions may develop during the course of a school day. In such cases, the decision to operate school buses should be made by the driver in collaboration with the school principal and be immediately reported to the Manager of Transportation Services.
  - School buses are not to begin their return routes any earlier than regularly scheduled times.
  - If a school bus is not operated on the afternoon home route, the principal is responsible for the safe care of students and staff at the school until safe transportation is possible, unless a billet program is active and in effect. Drivers who live in town may be called upon to deliver students to billets.

- e. The decision to run in the morning is independent of the decision to run the school bus in the afternoon.

3. ***Extra-curricular/Learning Beyond the Classroom Cancellations***

- a. Extra-curricular/learning beyond the classroom travel is not permissible when the temperature including wind-chill reaches -40° C or lower.
- Weather data shall be sourced from The Weather Network.
  - Principals are responsible for ensuring that travel does not occur under such conditions.
  - Scheduled NESSAC events will be adjusted or postponed by the NESD Athletic Commissioner.
- b. At the discretion of the principal, extra-curricular/learning beyond the classroom travel may be cancelled pending consideration of the following factors:
- Severely drifted or extremely icy roads
  - Limited visibility due to fog or blowing snow
  - Other environmental conditions. These environment conditions are normally announced by Environment Canada through its telephone information services, web site or on a local radio station.
  - In instances of school buses, the school principal will make the decision in collaboration with the Manager of Transportation Services.