

Coquille School District 8

Code: **EBCD-AR**
Adopted: 2/13/89
Readopted: 6/23/97 – 12/10/07
Orig. Code(s): None

Emergency School Closure Procedures

In the event of inclement weather or other emergency, one of the following plans will be followed:

1. Plan A - Regular school with bus runs in certain areas only;
2. Plan B - Delayed start or early dismissal as determined by administration;
3. Plan C - Full closure.

The following procedures will be used in determining the appropriate plan of action (times are estimates):

1. 5:45 a.m. - transportation supervisor will check weather and road conditions;
2. 6:00 a.m. - transportation supervisor makes decision on road and weather conditions;
3. 6:05 a.m. - transportation supervisor will contact the superintendent (or designee) to determine which emergency plan to follow;
4. 6:10 a.m. - the superintendent (or designee) will contact the radio station;
5. 6:15 a.m. - the transportation supervisor will contact administrators and inform them of the emergency plan to follow;
6. 6:30 a.m. - the transportation supervisor will contact bus drivers and inform them of the emergency plan to follow;
7. After an emergency plan has been determined, all transportation employees will follow the plan unless otherwise directed by the administration.