

SECTION: INSTRUCTION

TITLE: Emergencies:
School Closings

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**Oxford Area
School District**

6400. SCHOOL CLOSINGS

The schools are expected to operate as scheduled and every effort shall be made to accomplish this goal. However, if an emergency situation should occur, it shall be the policy of the Oxford Area School District that everything possible shall be done to insure the safety and welfare of students and personnel and to attempt to keep educational programs operating effectively.

In the event that it should become necessary that the Superintendent of Schools close the schools due to an emergency, every attempt shall be made to duly inform parents, students and staff of the emergency closing.

The Superintendent of Schools shall develop procedures for carrying out the emergency closing of schools.

OXFORD AREA SCHOOL DISTRICT
ADMINISTRATIVE PROCEDURES

SCHOOL CLOSINGS

The following procedures are to be followed should an emergency occur which would require the closing of schools.

- A. All decisions regarding the closing of schools shall be made by the Superintendent, or, in his/her absence, the Superintendent's designee.
- B. Each school and/or office shall develop emergency closing procedures to include procedures for proper notification of an emergency closing. Building principals or office administrators shall be responsible for establishing the notification procedures for their buildings.
- C. Emergency closing procedures shall be communicated to all parents at the beginning of each school year. These procedures shall include the method for communicating the call for emergency closing along with procedures to be followed in the event an emergency closing should occur.
- D. In the event that an emergency should require an early closing, no student who is regularly transported on school district vehicles shall be dismissed until transportation to his/her home is assured.