



## **Nome Public Schools** **Emergency Closure Procedures**

### **Procedures for making changes in normal operations or canceling school due to inclement weather.**

Weather conditions resulting in hazards from sea storm, snow, ice, extremely cold temperatures, or other emergency situations severe enough to interrupt the transportation of pupils and staff to school safely may result in a delay in starting time or closing of schools and cancelling extra curricular activities within the district.

The Following Procedures will be utilized until further notice:

- A. The Superintendent of Schools, or designee, will determine the status of bus operations and road conditions by collecting current information from the following sources:
  - 1. Morgan Enterprises lead driver who will drive area roads before 6 a.m.
  - 2. Nome's Weather Bureau
  - 3. DOT Road Maintenance Department, when necessary
  - 4. City of Nome Maintenance Department, when necessary

**Note:** DOT and the City of Nome may not be needed if Morgan's contract personnel approve the roads in Nome safe and drivable. If more information is required, the Superintendent may need to contact the City Police Dispatch and have them get in touch with Public Works to determine more information on road conditions.

- B. The Superintendent will call Nome Weather Bureau no later than 5:30 a.m. to gather information on the latest weather conditions.
  - 1. If weather conditions are marginal, the Superintendent will call Morgan's contract personnel and have them travel the routes to make certain roads are drivable.
  - 2. If the roads are determined as drivable for bus travel by Morgan's contracted personnel, the Superintendent will consider information from all the sources, analyze the situation, and make a decision from the following list:

## **School Open** - Normal operations

**Delay** - The opening of Nome Public will be delayed one to two hours. The amount of sun light and time of the year may be a factor.

**Schools Closed** - All Principals and Facilities/Maintenance staff shall report for work. Additional NPS staff may be requested by the building Principal to be at school in the event students unexpectedly arrive on campus. **The safety of NPS staff should be carefully considered before using this option.**

**All District Facilities Closed** - Emergency staff only reports for work. Emergency staff will be determined by the Superintendent and Director of Maintenance.

- C. All coordination and decisions must be made and completed by 6:00 a.m.
  - 1. The Superintendent will make any finale decision for change in normal operation procedures no later than 6:00a.m.
  - 2. The Superintendent will confirm any change in normal operations with the Principals and District Office Staff. The district phone tree process will be implemented when school is cancelled or delayed.
- D. Schools closing shall be reported to both KNOM and KICY radio stations by the Superintendent or designee no later than 6:00a.m.
- E. If weather conditions appear marginal but schools are still on a normal start schedule, the radio stations will be called by 6:30 a.m. to carry the announcement of a normal school hours to the community.
- F. Early releases are to be implemented only under extreme conditions.
- G. Should buses be unable to run on the normal end of day schedule, students will be sheltered in place at each school until conditions will allow their safe travel home. Announcements need to be made to the local radio stations in order to keep parents informed of the revised schedule.
- H. Concerned parents should be advised that they are the ultimate guardians of their children's safety. Parents or guardians shall always make the final decision about sending students to school or whether to pick up a child early due to inclement weather. This decision is always up to the parent and will be supported by the school.