

WEATHER RELATED EMERGENCIES

Student safety has the highest priority with Swan Valley School Division. With respect to transported students, the Division, under the provisions of the Public Schools Act and supporting regulations, is responsible for student safety from the time that students board the bus in the morning and are delivered back to their designated stop after school. In the event that bus transportation is deemed unsafe due to weather conditions, policy and procedure will determine the process for cancellation of bus service and related school closures.

Severe Weather

Procedure - cancelling transportation and school closure because of severe weather

With respect to severe weather, the division is divided into two regions. The CEO in consultation with the Transportation Supervisor may cancel bus transportation in one or both regions.

The regions are delimited as follows:

Urban: ESRSS, Heyes, Taylor, SVRSS,

Rural: Minitonas, Benito, Bowsman

In any unforeseen circumstances, the CEO in consultation with the Transportation Supervisor has the authority to decide whether or not there is a full or partial cancellation of bus service.

Severe weather for the purpose of this procedure is classified into two categories:

1. Wind Chill Days
2. Storm Days

1. Wind Chill Days

School bus service will be cancelled if the wind chill factor reaches -45, as reported by Environment Canada for the Swan River weather station at 6:00 am. When the wind chill factor is between -40 and -45, the Transportation Supervisor will consider existing road and local weather conditions to determine the advisability of school bus service.

On wind chill days, although bus service may be cancelled, schools are considered to be open and all staff will report for work at their school as usual. Students are expected to attend but parents can use their discretion and if their child is not going to attend parents must contact the school to have them excused.

For wind-chill days the Transportation Supervisor shall:

- Notify CJ104 local FM, CKDM Dauphin, Fox FM and CJGX Yorkton of **bus cancellations** by 7:00 am.
- Post the announcement on the Swan Valley School Division website www.svsd.ca
- Post the announcement on the Swan Valley School Division Facebook page.
- Notify the principals so appropriate information is available for parents and staff.
- Notify the bus drivers, who will in turn call all of the parents on their route.

2. Storm Days

Storm days occur when weather conditions, warnings, road closures or reports of impending weather conditions create visibility and/or road conditions that make travel unsafe or impossible. Adverse weather conditions include reduced visibility due to extreme fog and/or blowing snow and hazardous road conditions or road closures due to snow and/or ice covered sections.

Parents have the fullest knowledge of actual and probable road and weather conditions in their area. They are obliged to exercise discretion in permitting their children to ride the bus when weather conditions are, or expected to become, dangerously inclement. Parents shall call the school if their children will not be attending. Parents are also responsible for naming possible local billets if the buses are unable to run after school.

a. Individual Bus Cancellations:

The individual bus driver shall decide, in consultation with the area captain, whether or not he/she can safely get students to school that morning. If the bus driver is unable to make the regular run, he/she shall inform the Transportation Supervisor and the parents on the route. The Transportation Supervisor shall inform the principal of the school and the CEO.

For individual bus cancellations, school is considered to be open and all staff will report for work at their school as usual. Students are also expected to attend school, however those students affected by the bus cancellations will be excused if their parents notify the school that they will not be attending.

b. Regional or Division-Wide Bus Cancellations and School

The Transportation Supervisor will consult with area captains and recommend to the CEO whether weather conditions are such that bus service is deemed inadvisable for one or both regions.

If Rural schools are closed and buses not running all staff in those schools are expected to work from home and be reachable. Staff living outside of Swan River who work in Swan River and do not feel they are able to make it in must contact their principal/supervisor and inform them of the situation. Staff will be allowed to work from home, but should road and weather conditions improve there is an expectation they they would report for work when safe to do so.

If schools are closed division wide due to a storm, staff attendance is discretionary. Students do not attend school. Division office staff and other non-school assigned staff attend work at their discretion. Staff attendance is discretionary. It is an expectation that all staff be available via phone should contact be required.

The school principal/head custodian is responsible for the safety and security of the building on all weather related closure days. The principal must also ensure that someone is at the school in the morning to meet any students that may come to school inadvertently. In cases where principals do not live in the community it is expected that the principal will make appropriate arrangements.

For a region or division-wide storm day, the Transportation Supervisor shall:

- Notify CJ104 local FM, CKDM Dauphin, Fox FM and CJGX Yorkton of school closures by 7:00 am.
- Post the announcement on the Swan Valley School Division website www.svsd.ca
- Post the announcement on the Swan Valley School Division Facebook page.
- Notify the principals so appropriate information is available for parents and staff.
- Notify the bus drivers, who will in turn call all of the parents on their route.

c. Afternoon Bus Cancellations:

Buses will leave either at their regularly scheduled time, or not at all. In order to ensure the safety of transported students, it is recommended that buses do not leave the school at other than regularly scheduled times.

If the weather has deteriorated significantly over the day, the buses will not run in the afternoon. This decision will be made by 2:00 pm so that schools have ample time to notify parents and/or arrange appropriate billets.