



### **Weather Related Emergencies**

Student safety has the highest priority with Park West 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, this procedure will determine the process for cancellation of bus service and related school closures.

#### **Procedure - cancelling transportation and school closure due to severe weather**

With respect to severe weather, 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 Shoal Lake weather station at 6:00 am. When the wind chill factor is between -40 and -44, 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. Student attendance is at the discretion of parents.***

For a wind chill day, the Transportation Supervisor shall:

- Notify CBC Radio One (990 AM and 89.3 FM), CJGX (940 AM), CKDM (730 AM), CKLQ (880 AM), STAR FM (94.7 FM), KX96 (96.1 FM) and The Farm (101.1 FM) of **Division-wide bus cancellations** by 6:45 am.
- Post the announcement on the Park West School Division website [www.pwsd.ca](http://www.pwsd.ca)
- 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. Student attendance is at the discretion of parents.***

### **b. Community or Division-Wide Bus Cancellations and School Closures:**

The Transportation Supervisor will consult with community bus captains and recommend to the CEO whether weather conditions are such that bus service is deemed inadvisable in one or more communities, or Division-wide.

***For community or Division-wide bus cancellations, school is considered to be open and all staff will report for work at their school as usual. Student attendance is at the discretion of parents.***

***If one or more schools are closed, staff and students from those schools do not attend. 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 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 Division-wide bus cancellations and school closures, the Transportation Supervisor shall:

- Notify CBC Radio One (990 AM and 89.3 FM), CJGX (940 AM), CKDM (730 AM), CKLQ (880 AM), STAR FM (94.7 FM), KX96 (96.1 FM) and The Farm (101.1 FM) of **Division-wide bus cancellations and school closures** by 6:45 am.
- Post the announcement on the Park West School Division website [www.pwsd.ca](http://www.pwsd.ca)
- 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 either leave 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.