

**Wagmatcookewey School (Primary –Grade 12)  
Wagmatcookewey Immersion Program (P2-K4)**

**Community School Cancellation or Delay Policy**

**February 2016**

**Purpose**

To set out a process and requirements to determine when classes and programs are cancelled or delayed at Wagmatcook education facilities.

**Policy Statement**

Wagmatcook has the jurisdiction to determine when and if its education facilities will be closed due to a storm or building related matter. The Chief and Council consider the health and safety of all students and staff a priority.

**Responsibility**

It is the responsibility of the Principal and the two bus drivers to ensure this policy is administered.

**Procedures**

The Principal and the two bus drivers will consult on anticipated changes in weather or notifications to support their decision to cancel or delay school opening. The bus drivers will consult with the Department of Transportation to review road conditions on the trans-Canada highway and Middle River Road.

A) Cancellation Due to Anticipated Storm.

The Principal and bus drivers will monitor the Environment Canada website or other reliable weather information sources to determine if the school facilities should be closed in advance of a storm. Due to the changing weather patterns on Cape Breton Island, a decision to cancel school will be determined before 6:00 am on the day of the anticipated storm. The Principal and the two bus drivers will make the decision to cancel due to anticipated bad weather.

B) Cancellation During Students in School to Anticipated Storm

The Principal and the two bus drivers will monitor the Environment Canada website or other reliable weather information sources to determine if an early dismissal of students and staff should be made. The Principal and the two bus drivers will make this decision together.

C) Delayed School Start

The Principal will consider a delayed start to school opening under the following conditions.

- 1) The snow storm has passed and no related weather is pending.
- 2) Snow removal is completed at the school facilities or expected to be completed by 10:00 am after the storm.
- 3) The provincial and band roads are safe to travel on.
  - The Principal will announce a delayed opening of Wagmatcook school facilities by 8:00 am.
  - Staff is expected to be at work by 9:45 to enable the start of the abridged school day.
  - Bus drivers will transport students to the school for a 10:00 am start.
  - A modified lunch program will be provided that day.

**Communication**

The Principal is responsible to coordinate communication with students, parents, guardians and staff on school cancellations, early dismissals or delayed openings. Communication will be on the community TV channel, School Face Book site, and local radio stations.

**Parents Responsibility**

Parents of children and youth attending Wagmatcookewey schools retain the responsibility to decide if their children should attend school when a snow storm is anticipated or in a delayed school start situation.