

CHILD & FAMILY DEVELOPMENT PROGRAMS

Inclement Weather Policy

Each year our program must operate a minimum of required days according to Performance Standard 1306.32 through 1306.34., therefore the program calendar will be planned to include a minimum of four additional class days to allow for inclement weather closures or other unforeseen emergencies. This is a set policy for the program to follow, which will avoid questions as closures occur, to give Program and Center Managers clear guidelines to follow.

1. Operation of Classes
 - A. Classes will follow closures and delayed openings according to the public school in their area.
 - B. On days of late openings classes will never run longer than 3:30 p.m., so that all children will be home by 4:30 p.m.
 - C. Contracts with transportation providers will include Policy 1-10 information.
 - D. Center Managers will decide when it is necessary to close centers early, within agency policies and procedures, and will notify the Head Start Director. The main guidance will be the closure of public schools.
 - E. Parents must always make final decision if their child will attend class.
2. Staff Work Time (Personnel Policies 6.05 – Emergency Schedule/Inclement Weather, page 19)
 - A. Staff will follow Community Action Team Personnel Policies and will be paid accordingly.