



Inclement Weather Policy

The following information will constitute the inclement weather policy and procedures for Kids Central, Inc.

1. Great care and consideration is given to the decisions regarding KCI's delays and closures. The decisions are made collaboratively with input from staff members, community officials, weather reports, and parents.
2. Kids Central, Inc. understands that school closings, delays, and early dismissals create many schedule problems for families and that the decisions are not always pleasing to everyone. Please know that we strive to make the best decision possible at the time and that the safety and security of your children are always at the forefront of those decisions.

Part/Time - Part/Year

Various opening and closing times

Types of delays, early dismissals, and closings for our Part/Time - Part/Year Centers; Nita Bond HS Center, Coeburn II HS Center, Hawthorne HS Center, Ramsey HS Center, Dogwood Terrace HS Center, Monte Vista HS Center, Appalachia II HS Center, Clinchco HS Center, Clintwood I HS Center, Clintwood II HS Center, and all Part-year Homebase.

Delay - Kids Central, Inc. will use a two (2) hour delay if inclement weather is at a point that it would be unsafe to ask our drivers and our parents to transport children to centers. If the center in which your child attends is delayed due to inclement weather Kids Central will move the starting times for all activities ahead two hours. Staff will report to work at 10: 00 am. The official opening time is based on two hours after they are scheduled to open. For example, one center may open at 8:30 am therefore; the official opening time for children will be 10:30 am. Please note - do not bring your child to a center prior to the official opening time. Staff will record inclement weather time as "other" on the employee's timesheet.

Notification of Delay - If a delay of class start is warranted Kids Central, Inc. will have the information posted with our weather partner by 6:00 am or before. This is the only notification for a delay of class start Kids Central, Inc. will issue.

Early Dismissal - Kids Central, Inc. will endeavor to make solid decisions regarding weather and the impact of inclement weather on our program. If a session has begun and the weather turns and threatens the safe return of our children to their homes Kids Central will issue an Early Dismissal Notice. The center will close at a stated time only after all children have been

transported home or parents have picked up the child from the center. The times for early dismissal will vary due to the nature and threat of the weather condition. Example: The center has information that a severe snow storm is coming and the roads will become impassable. The teacher at the Center will call the Administration Office alerting them of the notice to dismiss early. Once the permission is granted to the Center Teacher, he\she will instruct the staff to notify all parents of the pending actions regarding early dismissal. Once all children have been safely delivered home or have been released to their parents then the staff can close the center. (When there is an early dismissal due to weather problems, generally, there will be either a one-hour or a two-hour early dismissal.)

Notification of Early Dismissal - The Teacher will instruct the staff to call all parents and alert them of the early dismissal action. Parents can call the center to get information about conditions that would warrant an early dismissal. The time staff does not work should be recorded as "other" on the employee's timesheet.

Closings - If the weather is so bad that Kids Central, Inc. must close its centers in order to ensure that the safety of our children, parents, and staff is maintained we will do so.

Notification of Closing- Kids Central will post the notice on our weather partner's site informing our parents and staff of the closing. Kids Central will activate the "calling tree" to ensure all parents and support staff knows the program is closed. Employees will not record any time on their timesheet for closings.

Kids Central, Inc.'s current Weather Partner is WCYB TV Bristol Channel 5

Codes:

1. Kids Central 2 hr Delay
2. Kids Central Early Dismissal (Time)
3. Kids Central Part/Day Part/Year Closed

Full/Day - Full/Year

7:30 am - 5:30 pm

The purpose of having Full/Day - Full/Year centers is to afford parents the opportunity to attend school or to hold a job. Kids Central, Inc. realizes that to require attendance at our centers would place some parents and their children at great risk therefore we do not mandate attendance during inclement weather periods. Kids Central does however intend to be open for enrolled children during inclement weather periods and will only close our full/day full/year centers if a clear and present danger exists.

Types of delays, early dismissals, and closings for our Full/Day - Full/Year Centers; Haysi HS, Wise HS, Esserville HS, Appalachia HS, Esserville EHS, Appalachia EHS, Carolyn Withers EHS, and all full-year Homebase.

Delay - Full/Day - Full/Year Centers will have no delay times. All Full/Day - Full/Year Centers will open at 7:30 am.

Early Dismissal - Full/Day - Full/Year Centers will have no early dismissal postings. (Early Dismissal may occur if and when all parents have been contacted and arrangements have been made for the children to be picked up from the centers. After such action the staff may leave.)

Closing - Full/Day - Full/Year Centers will close only when the weather has caused power outages or is so bad the advisory is for all traffic to stay home and not venture out.

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WCYB TV Bristol Channel 5

Codes:

- ## 1. KCI Head Start Closed

Approved: November 9, 2011 by Policy Council
November 15, 2011 by Board of Directors