

## Communications Procedure for School Closings

### **HOW DO WE MAKE THE DECISION TO CLOSE OR DELAY SCHOOL?**

The decision to open, delay, or close school is based on the situations listed below:

- General safety of students.
- Information on road conditions from transportation staff, maintenance staff and from the police. Careful consideration is given to potential dangerous roads in the district. Even if a street in view looks clear, streets or roads elsewhere in the county may be dangerous or unsafe for adult drivers and especially student drivers.
- Contaminated water or an interruption in water accessibility.
- Flood, tornado, hurricane, or other natural disaster.
- Amount of ice or snow accumulated.
- Whether or not there is continuing precipitation.
- Building conditions (such as to whether there is electricity and heat).
- Parking lot conditions. Administrators talk to maintenance and custodial staff members who are responsible for clearing and treating school parking lots and sidewalks.
- Temperature and wind chill. Many students walk to school and some must wait outside for the bus.
- Weather predictions. The practice of making decisions based on weather predictions is rare, as predictions are not always accurate. But sometimes it becomes necessary to do so.

### **WHO MAKES THE DECISION?**

The Superintendent of Schools is responsible for making the decision to open, delay, or close school. This decision is based on the above factors and recommendations from the RCSS Emergency Management Team.

### **HOW IS THE PUBLIC NOTIFIED?**

Information will be posted on the Richmond County School System website at [www.rcboe.org](http://www.rcboe.org). Information will be disseminated through official RCSS social media accounts. The public can also tune to WJBF-TV, WAGT-TV, WRDW-TV, WFXG-TV news, WGAC-AM radio or read *The Augusta Chronicle* for up-to-date information on school closings.

### **WHEN IS THE DECISION MADE?**

Generally, the decision is made by 5:00 AM or earlier so that the media can be notified, and that such information can be posted on the school system's website and social media accounts.