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# Saanich Schools

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2125 Keating Cross Road, Saanichton, BC, Canada V8M 2A5

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September, 2011

To: Parents/Guardians of Secondary Students

## RE: EMERGENCY SCHOOL CLOSING PROCEDURES

The emergency closing of a school is a rare occurrence; nevertheless, circumstances such as a heavy snowfall or an extended power failure can demand that such a decision be made. It is important that you are aware of the procedures, outlined below, should such an emergency closure become necessary.

1. The school district will provide information to the media when schools are being closed. There will **not** be media releases when schools are open and operating.
2. The following radio stations will be provided with closure details for immediate broadcast: CFX (1070 AM), CIOC (The Ocean - 98.5 FM), CKKQ (The Q - 100.3 FM), JACK (103.1 FM), CBC Radio (90.5 FM) and KOOL (107.3 FM).
3. If a school closure decision is made when school is in session, students will be permitted to leave school:
  - a) to go home;
  - b) to go to the home of a previously designated friend or neighbour;
  - c) in the company of a parent/guardian or person authorized by a parent/guardian; or
  - d) by another arrangement made previously with a parent/guardian.

Special arrangements will be made for students with special needs.

An early bus run will be organized if road conditions permit.

If such a school closure decision becomes necessary, your understanding, tolerance and cooperation will be most appreciated. If you have concerns regarding the above procedure, please call the principal of your child's school.

It is important for everyone to understand that a telephone call to each home in the event of such an emergency is not something that can be guaranteed given the number of students and the limited time available.

Yours truly,



Keven Elder  
Superintendent of Schools

KE/klg

Saanich Schools

