
Transportation Cancellations and Emergency
Declarations

3. ~~The Board shall determine whether or not to close schools as the result of inclement weather.~~

Requirements

1. ~~The Board shall determine whether or not to close schools as the result of inclement weather.~~
 - 1.1. ~~In accordance with HSTS Inclement Weather Procedure (HS-4-006):~~
 - 1.1.1. ~~By 6:30 a.m., HSTS shall inform the Director of Education (or designate) at the Halton Catholic District School Board (HCDSB) and Halton District School Board (HDSB) whether school bus transportation is cancelled.~~
 - 1.1.2. ~~By 6:30 a.m., HSTS shall inform the media of the transportation cancellation.~~
 - 1.2. ~~The Director of Education (or designate) shall contact the Manager, Strategic Communications Services (or designate) to relay the information regarding transportation cancellation.~~
 - 1.3. ~~The Manager, Strategic Communications Services (or designate) shall:~~
 - 1.3.1.

2. **School Closure due to Inclement Weather:**

- 2.1. In accordance with HSTS School Closure Operating Procedure (HS-407),
 - 2.1.1. B [redacted] HSTS shall inform the Director of Education (or designate) at the Halton Catholic District School Board (HCDSB) and Halton District School Board (HDSB) whether school bus transportation is cancelled;
- 2.2. [redacted] and/or HCDSB office closure;
- 2.3. In accordance with HSTS Procedure HS-4-007 School Closure Operating Procedure, by 6:30 a.m., HSTS shall inform the media of the transportation cancellations and school and/or HCDSB office closures.
- 2.4. The Director of Education (or designate) shall contact the Manager, Strategic Communications Services (or designate) to post the information regarding school and/or HCDSB office closures.
- 2.5. The Manager [redacted]:
 - 2.5.1. Post the information on the HCDSB's public website and all school websites;
 - 2.5.2. Share the information on the HCDSB's Twitter and Instagram accounts;
 - 2.5.3. Send an email to parents/guardians through the parent/guardian notification



3.3. ~~The Administrative Council shall be responsible for communicating staff school-hour activities and community uses of schools through a public service announcement.~~

4. Emergency Contact Information

4.1. ~~The Inclement Weather Emergency Contact Information shall be kept up to date and provided to all appropriate staff.~~

5.

5.1. ~~When transportation services have been cancelled due to inclement weather, but schools remain open and operational:~~

5.1.1.

~~conduct appropriate instructional/inquiry activities or resume other duties deemed appropriate by the principal.~~

5.1.2. School support staff will also arrive at their school as soon as possible and report to the principal for assignment.

5.2. ~~The cancellation of transportation services does not mean the schools are closed. If no closures are reported by staff, transportation cancellations should be reported to the principal.~~

5.3. ~~When a transportation cancellation occurs, the Superintendent~~ -eight (48) hours may be

~~as Inclement Weather will have their situation reviewed by Human Resources Services. A determination will then be made whether the absence will be granted with or without pay.~~

5.4. In the event that the HCDSB announces a system closure due to inclement weather, staff need not report to any HCDSB location.

5.5. Transportation cancellations, school closures and/or a system closure will be posted on the HCDSB's website.

APPROVED: Regular Meeting of the Administrative Council

AUTHORIZED BY: _____