



## **WEATHER RELATED SCHOOL ACTIVITIES (OPS-P007)**

Clarksville-Montgomery County School System

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### **1.0 SCOPE:**

- 1.1 This procedure outlines the weather-related school activities.

The online version of this policy is official. Therefore, all printed versions of this document are unofficial copies.

### **2.0 RESPONSIBILITY:**

- 2.1 School Principals
- 2.2 Department Managers

### **3.0 APPROVAL AUTHORITY:**

- 3.1 Chief Operations Officer

### **4.0 DEFINITIONS:**

- 4.1 Weather Condition “Green”: Wind chill above 32° or heat index 89° or below.
- 4.2 Weather Condition “Yellow”: Wind chill 13-31° or heat index 90-100°.
- 4.3 Weather Condition “Red”: Wind chill below 12 ° or heat index above 100°.
- 4.4 Weather Condition “Watch”: Conditions are favorable for a dangerous weather event in the local area.
- 4.5 Weather Condition “Warning”: A dangerous weather event has been confirmed.

### **5.0 PROCEDURE:**

- 5.1 The Student Transportation Manager (STM) is responsible to continuously be aware of the weather conditions in and around Montgomery County, Tennessee. During his absence the Vehicle Maintenance Manager (VHM) assumes this responsibility. The responsible manager continually updates the COO.
- 5.2 As weather conditions deteriorate in Montgomery County, the Chief Operations Officer (COO) sends e-mail notification (“weatherAlert”) to Principals, Assistant Principals and Department Managers of the weather condition.
- 5.3 The following school activities are appropriate in accordance with the weather condition:
  - 5.3.1 **Weather Condition “Green”:** Wind chill above 32° or heat index 89° or below.
    - 5.3.1.1 No restrictions on outdoor student or employee activity.
  - 5.3.2 **Weather Condition “Yellow”:** Wind chill 13-31° or heat index 90-100°.



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5.3.2.1 Outdoor recess/play/physical education activities are at Principal's discretion – teachers cautioned to watch for signs of weather related injury during approved outdoor activities. Pre-K students are moved inside if the wind chill is below 32°, the heat index is above 95°, or if it is raining.

5.3.2.2 Outdoor extracurricular activities follow TSSAA guidelines.

5.3.2.3 Outdoor work activities at Principal/Department Manager's discretion.

### **5.3.3 Weather Condition "Red":** Wind chill below 12° or heat index above 100°.

5.3.3.1 Outdoor recess/play/physical education activities are cancelled.

5.3.3.2 Outdoor extracurricular activity cancelled (follow TSSAA guidelines up to heat index of 104)

5.3.3.3 Routine outdoor work activities cancelled.

5.3.3.4 Essential outdoor work activities only following RM Policy guidelines.

### **5.3.4 Weather Condition "Watch":** Conditions are favorable for a dangerous weather event in the local area.

5.3.4.1 Principals and Department Managers move students and employees to permanent structures and cancel nonessential outdoor work activities.

5.3.4.2 Be prepared to respond if weather conditions worsen.

5.3.4.3 Transportation decision made by Principal and Student Transportation Manager as final bell time approaches. If transportation is delayed elementary schools are notified.

### **5.3.5 Weather Condition "Warning":** A dangerous weather event has been confirmed.

5.3.5.1 Students and employees moved to designated shelter area away from windows.

5.3.5.2 Principals and Department Managers demonstrate & practice duck and cover.

5.3.5.3 Be prepared to duck and cover if building is threatened by the weather.

5.3.5.4 Transportation decision made by Principal and Student Transportation Manager as final bell time approaches. If transportation is delayed elementary schools are notified.

5.4 COO sends an email to notify all principals, assistant principals, Department Managers, and SLT of the inclement weather conditions.

5.5 Principals ensure their school is aware of the inclement weather conditions.



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- 5.6 COO sends an email to notify all principals, assistant principals, Department Managers, and SLT to upgrade weather status as conditions improve.

### **6.0 REVISION HISTORY:**

<u>Date:</u>	<u>Rev.</u>	<u>Description of Revision:</u>
6/3/11		Initial Release
1/16/13	A	Update Regular bus route and Inclement Weather bus route information
1/12/15	B	Update Logo. Add the words "wind chill" and "heat index" to 5.3.2.1, 5.3.2.4, 5.3.3.5, 5.3.4.4, and 5.3.5.5
9/23/19	C	5.1 Changed "Chief Operations Officer (COO)" to "Student Transportation Manager (STM)", changed "Transportation Manager (TM)" to "Vehicle Maintenance Manger (VHM)", added "The responsible manager continually updates the COO."; 5.2 Added "(weatherAlert)"; 5.3.4.3 Added "Student"; 5.3.5.4 Added "Student".
9/9/21	D	Removed "4.6 Regular Bus Route: Driver picks up and drops students at their regular bus stop."; Removed "4.7 Inclement Weather Route: Morning: The student can remain in a protected spot until they see the bus approaching. Afternoon: Driver attempts to drop students closer to their home."; Removed "5.3.1.2 Transportation runs regular routes, inclement routes if raining."; Removed "5.3.2.4", "5.3.3.5", "5.3.4.4", and "5.3.5.5" which all state "Transportation runs inclement weather route if the wind chill is less than 20°, the heat index is more than 100°, or it is raining."

**\* \* \* E n d o f P r o c e d u r e \* \* \***