

Administrative Directive Title: <p style="text-align: center;">Inclement Weather and Emergency Closure Procedures for Students</p>	AD Number: <p style="text-align: center;">1.8011.1</p>	Adopted: <p style="text-align: center;">January 1982</p> Former Descriptor: <p style="text-align: center;">STU01, STU30, STU47</p>
Policy References: Board Policy 1.8011 – Emergency Closings	Revised: 7/84; 3/99; 2/14; 6/14; 9/18; 11/24	

1 **CLOSURE COMMUNICATIONS**
 2 Murfreesboro City Schools will use multiple methods of communication to announce school closings or
 3 delays. The district will notify all news outlets and print media, update the district webpage, and post to
 4 the district’s official social media accounts. Parents/guardians who have opted in to messaging from
 5 Murfreesboro City Schools will also receive a message directly via phone, e-mail, and text. To comply
 6 with wireless carrier requirements, parents/guardians must opt into receiving MCS text message alerts.
 7 Standard data fees and text messaging rates may apply.

8 **SCHOOL CLOSURE**
 9 In the event of hazardous weather or other emergency that presents a threat to the safety of students,
 10 staff, or school property, the Director of Schools or designee will close schools in consultation with the
 11 Assistant Superintendent of Operations and the Transportation Supervisor. In the event of inclement
 12 weather, the Director or designee will make every effort to make the decision by 5:00 a.m., CST, to close
 13 or delay the start of school.

14 **SCHOOL DELAYS**
 15 When schools are delayed, it means that the school start time for each school will be delayed by the
 16 number of hours determined to be necessary to resolve the safety threat. So, for example, if a school
 17 normally begins at 7:30 a.m., but is delayed for two (2) hours, the school will begin at 9:30 a.m. on
 18 delayed days. School buses will run when schools are delayed, unless MCS notifies otherwise. Bus stop
 19 times will be subject to the same delay and bus stop times will be adjusted accordingly. School delays
 20 may impact field trips or other activities and programs that are scheduled to begin before the delayed
 21 school start time.

22 **EARLY DISMISSAL**
 23 If the Director of Schools or designee determines that schools must close early due to hazardous weather
 24 or other emergency, every effort will be made to announce the decision by 11:00 a.m., CST. In the event
 25 of early dismissal, schools will close two and a half (2.5) hours early, and all operations impacting
 26 dismissal of students, including bus transportation, will be activated two and a half (2.5) hours than the
 27 regular school closing time.

28 **A. Shelter in Place Procedures**
 29 If an unexpected severe weather event develops during the school day, schools and offices will practice
 30 “Shelter in Place” procedures. Schools will individually communicate with staff about procedures and

31 all staff and students will remain inside the school building until the weather threat is reduced. Students
32 will not be released to parents/guardians or to school buses during a shelter in place event until the
33 weather threat is reduced.

34
35 During inclement weather, bus drivers may, when necessary, cease discharging students and
36 immediately seek appropriate shelter, which are sturdy buildings such as schools, fire or police stations
37 and office buildings. Bus drivers must radio into dispatch if seeking shelter and delaying the school bus
38 route. Parents/guardians will not be allowed to pick up from alternative locations used for sheltering
39 unless a building administrator is on site to facilitate dismissal.

40 41 **B. Remote Learning**

42 Transitioning to remote learning will be considered when the impacting event is predictable, part of a
43 multi-day scenario (such as a blizzard), and when prior communication with families, students and staff
44 can take place. The decision to offer remote learning will be announced by noon the day prior of the
45 school closure. Messages from schools will remind families that it is a required school day and provide
46 instructions on online classroom logins. In order to allow time for students and staff to adjust, log in and
47 access resources on an inclement weather remote learning day, all instruction will begin two hours later
48 than the school's normal bell schedule. There will be a minimum of four hours of synchronous
49 instruction. Attendance will be taken. Students who are unable to connect will receive an excused
50 absence and given an opportunity to make up work.

51 52 **C. Extended School Program (ESP)**

53 Inclement weather may impact the Murfreesboro City Schools ESP Program. Unless otherwise
54 communicated, the following information will apply during a school delay or closure:

- 55 a. If school is delayed, ESP will open at 7:00 a.m. at the student's home school;
- 56 b. If school is dismissed early due to inclement weather, ESP will operate from dismissal until 5:00
57 p.m.;
- 58 c. If school is closed, ESP may be open at combined locations from 7:00 a.m. to 5:00 p.m.

59 The Director of Schools may close all ESP programs in the event of inclement weather if determined
60 necessary for the safety of students and staff.

61 62 **D. Extracurricular Activities**

63 Any school or extracurricular activities will be canceled if scheduled on a day when school is closed for
64 inclement weather. In the event of early dismissal, school or extracurricular activities scheduled for the
65 afternoon and evening will be cancelled.

66
67 In the event of inclement weather on a Saturday or on a day when schools are closed for students, it is
68 within the discretion of the school administrator to determine whether the school or extracurricular
69 activity should be cancelled. Community use of buildings or fields on weekends or holidays may also be
70 impacted by inclement weather and cancellation is within the discretion of the school principal.