

EMERGENCY SCHOOL CLOSING PROCEDURES

(Updated 8/24/17)

In the event of an emergency school closing due to inclement weather or other type of emergency, the Superintendent of Schools will make an announcement of the school closing by 5:30 AM, via the district emergency school closing chain. Every effort will be made to post an announcement on the district website and send an automated telephone message to parents and staff by 6:30 AM. School closing information will also be available on the following local radio and television stations:

- WBUD – 101.5 FM
- WOR – 710 AM
- WINS – 1010 AM
- NEWS 12 NJ – Channel 12
- FOX 5 NY – Channel 5
- CABLE TV - Channel 34
- VERIZON FIOS – Channel 37

DELAYED OPENING PROCEDURES

In the event of a delayed opening due to inclement weather or any other type of emergency, the Superintendent of Schools will make an announcement of the delayed opening by 5:30 AM, via the district emergency school closing chain. Every effort will be made to post an announcement on the district website and send an automated telephone message to parents and staff by 6:00 AM. Delayed opening information will also be made available on the following local radio and television stations:

- WBUD – 101.5 FM
- WOR – 710 AM
- WINS – 1010 AM
- NEWS 12 NJ – Channel 12
- FOX 5 NY – Channel 5
- CABLE TV - Channel 34
- VERIZON FIOS – Channel 37

Delayed Opening Schedule:

- ✓ Administrators report to their respective buildings by 9:30 AM.
- ✓ Teachers and support staff report to their buildings and be on duty at 9:45 AM.
- ✓ Students and parents informed by principals that students are not to arrive before 9:45 AM
- ✓ Classes begin at 10:00 AM
- ✓ Principals implement individual building level schedule adjustments for a delayed opening.
- ✓ Business Office personnel make necessary calls to alter bus pick-up schedules and to notify radio and television stations.