



J. Addison School

Dear Parents/Guardians,

We hope this message finds you well.

Due to the forecasted **heavy snow beginning this afternoon and continuing overnight**, we would like to remind all families to be aware of our **Inclement Weather Policy and safety protocols**. Please review the policy outlined below and stay updated through our official communication channels.

Ensuring the safety of our students, staff, and school community remains our highest priority.

INCLEMENT WEATHER PROTOCOL AND UPDATE-WEATHER ADVISORY AND SCHOOL STATUS:

J. Addison provides an important service to our staff and students. Any closure has a significant impact on the school community. Most cannot arrange alternate child care when schools are closed unexpectedly. In view of this, the School will not be closed due to snow or other weather conditions unless conditions reach the level of civic emergency (a very rare occurrence) or there is damage or other circumstances (e.g. power outage) at J. Addison School that makes it impossible to operate safely.

During snow days, it is common for police and other authorities to advise citizens to avoid unnecessary travel. These advisories do not constitute direction to close all facilities and should not be interpreted as school closure. Staff, students and parents / guardians should assume that schools will be open. Should it become necessary to actually close the School, that decision will be made as early as possible, and no later than 6:30 AM in the morning. Closures will be announced via email as directed by the Principal. Elementary parents / guardians will be notified by email by the school secretary. This will also be shown on our school website: jaddisonschool.com. If the school is not officially closed then we will keep this current announcement posted on our website and it will remain in effect. The Inclement Weather Protocol is for all students (K-12) and dorm students report to class unless it is a civil emergency. However, it is understood that some students travel to school in ways that may not be possible to travel safely on a snow day. Therefore, no student will be penalized for lack of attendance. Student and staff safety is the first priority for the School. Parents / Guardians are responsible for their child's safe travel to and from School on a snow day. If, for any reason, a parent / guardian feels that a child cannot travel safely to school, they should make other arrangements. School will be kept open to provide the option of attendance for all, but the decision to attend the School is the responsibility of each family. Similarly, staff attendance is expected on snow days. However, teachers and staff should exercise caution when they travel to School. They should travel when weather conditions improve. For example, if at 8 AM driving conditions are hazardous due to snow, but at 11 AM the conditions have improved for safe driving, teachers and staff must report for work at the School.

Your child's safety is our top priority. Please stay tuned to our communication channels tomorrow morning for any updates regarding the weather and school operations. We appreciate your cooperation and will keep you informed as soon as possible.