



Blaine School District

765 H Street ♦ Blaine, Washington 98230 ♦ 360-332-5881 ♦ Fax 360-332-7568 ♦ www.blainesd.org

Weather Related School Schedule Adjustments

Established Protocol for 2017-18 Program Year

Time Frame	Responsibility	Activity
4:00-5:00am	Transportation Director	Analysis of Road and Weather Conditions
5:00am	Transportation Director	Update to Superintendent
5:30am	Superintendent	Decision Deadline
5:30am	Superintendent Facilities Supervisor Administrative Assistant Technology Director Data Coordinator	Priority Communication Contacts (Internal) Maintenance Staff Phone Recording, K-12 & Website Contacts Website (Remote Access) K-12 Alert (Remote Access)
5:30am	Transportation Director	Media Contacts
5:40am	Transportation Director	Driver Contacts
5:45am	Superintendent	Admin/Director Contacts
5:45am	Principals and Program Directors	Initiate Staff Phone Trees (As Applicable By Building and Program Arrangements)

Late Start Arrival for District Staff: In the event of a late start, it is the expectation that our staff will report to work no later than 30 minutes prior to the arrival of students at the school as there will be student supervision issues that need to be addressed. Staff that are not able to report to work as a result of adverse weather conditions are responsible for reporting their absence and submitting a request for applicable (personal or emergency) leave.

Campus Safety: Staff members are reminded that on the Blaine campus attention is given to preparation of sidewalks and school entrances. We do not have the staff, nor the equipment, to give comprehensive attention to parking lot surfaces on campus. It should be assumed that all parking lot surfaces could be slippery at any time during the winter months. Appropriate caution should be taken when navigating these areas upon arrival to and departure from the campus.

11/01/17