



Inclement Weather Procedures

The safety of our students and staff is our primary concern. **Please use your best judgment in applying the following procedures.** **Always err on the side of safety.** Remember employees; you must notify your supervisor if you cannot come to work.

Blackboard Connect messages for delays and closings will be sent either the night before, or no later than 5:30 a.m on the day of a cancellation or delay. Information will also be posted simultaneously on the main page of the GCPS website, the district's Twitter feed, and local TV and radio stations will be notified by 6:00 a.m broadcasts.

The most reliable place to check on closings is our website:

<http://www.gcs.k12.nc.us/>

For Early Colleges and Career & College Promise students:

Vance Granville Community College class cancellations are determined and announced by VGCC (not Granville County Public Schools). Therefore, high school students taking college classes via VGCC must follow the announcements made by VGCC on their [website](#).

**All employees have the options outlined in Board Policy 7550
(Posted Below chart)**

Inclement Weather Call	Students	Staff
<p align="center">1. CLOSED For ALL Students and Staff</p>	<ul style="list-style-type: none"> ● School is closed for all students. ● All athletic events and other after school activities are cancelled. 	<ul style="list-style-type: none"> ● 10-month and 11-month certified staff will be charged an annual leave day OR will make up the absence on a different day. ● Select staff (maintenance, transportation, administrators) may be asked to report with caution OR use appropriate leave options. ● Classified employees must use appropriate leave options.
<p align="center">2. CLOSED for Students with an OPTIONAL TEACHER WORKDAY</p>	<ul style="list-style-type: none"> ● School is closed for all students. ● All athletic events and other after school activities are cancelled. 	<ul style="list-style-type: none"> ● All staff will be expected to report with caution OR use appropriate leave options.
<p align="center">3. CLOSED with an OPTIONAL TEACHER WORKDAY with DELAY</p>	<ul style="list-style-type: none"> ● School is closed for all students. ● All athletic events and other after school activities are cancelled. 	<ul style="list-style-type: none"> ● All staff will be expected to report with caution with delay OR use appropriate leave options.

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<p style="text-align: center;">4. DELAYED by TWO HOURS for STUDENTS and STAFF</p>	<ul style="list-style-type: none"> ● School will open TWO hours later than regular start time. 	<ul style="list-style-type: none"> ● All staff will be expected to report with caution within TWO hours of their regular start time. <i>(Classified Staff: Appropriate leave will be charged for any time missed.)</i> ● All Maintenance, Transportation, and Child Nutrition staff are expected to report at their regular time with caution.
<p style="text-align: center;">5. UNSCHEDULED EARLY DISMISSAL</p>	<ul style="list-style-type: none"> ● Car riders should be picked up immediately. ● Bus riders will be taken home early. ● All athletic events and other after school activities are cancelled. 	<ul style="list-style-type: none"> ● School staff may not leave any students unattended. Principal will designate assignments. ● All staff is to use appropriate leave options if their workday is reduced.

Policy Code: 7550 Absences Due to Inclement Weather

Pursuant to legal requirements, the school calendar shall include a plan for making up days and hours missed due to inclement weather. For the purposes of this policy, inclement weather is defined as weather that causes hazardous or unsafe traveling conditions.

On a day that employees have the option to report for a workday, but pupils are not required to attend school due to inclement weather, employees have the following options:

- report to work;
- take accumulated annual (vacation) leave;
- take accumulated personal leave, if available (teachers only);
- take leave without pay;
- use compensatory leave already accumulated; or
- make up the time missed.

If an employee elects to make up time, it must be at a mutually agreed upon time between the employee and the immediate supervisor. For 10 month employees, it must be within the regular 10 month employment.

When the school district is closed to staff and students due to inclement weather, the board will consider options for addressing the missed days, giving the greatest weight to how to best maintain the opportunity and environment for student learning.

The superintendent will develop regulations consistent with this policy and statutory requirements. Such procedures should outline staff responsibilities during inclement weather conditions.

Legal References: [G.S. 115C-84.2](#), [-302.1](#)

Cross References: Emergency Closings (policy [5050](#))

Adopted: February 3, 1996

Revised: September 8, 1987; November 5, 1990; August 5, 1993; November 1, 1993; February 6, 1995; May 5, 2003 (Effective July 1, 2003)