



WEATHER EMERGENCY PROCEDURES 2023-2024

August 2023

Dear Parents/Guardians:

I am writing to inform/remind you of our weather emergency procedures for the 2023 – 2024 school term. Please read carefully, and always feel free to ask if you have questions about the information provided below.

Announcements of Delays/Closings

In the event of a weather emergency, school announcements for early intervention classes operated by the CAIU are made according to where the class is located. Please refer to the list below to find the **school district** schedule your child's class follows for weather emergencies. Only in specific unusual emergency situations will you hear an announcement regarding CAIU transportation or classes. Districts that transport their own students to CAIU classes are required to follow the CAIU delays and closings policy. Districts are not to transport students to these programs until the appropriate times. If a home district delays or closes, but the student's CAIU class or program does not, the home district may not transport your child due to unsafe road conditions in your area. If a school district announces that the district is moving to a Flexible Instruction Day or a Virtual Instruction Day then your class or service will be canceled and made up in the future on a snow make-up day.

Big Spring	Oak Flat Elementary
Carlisle	St. Paul's Lutheran Church, Otterbein/Bright Beginnings
Central Dauphin	Calvary United Methodist Church, Follow Me Early Education Center, Middle Paxton Elementary
Cumberland Valley	CAIU Enola Center, Camp Hill United Methodist Preschool, Silver Springs Presbyterian Preschool
Derry Township	Derry Preschool, Derry Presbyterian Church, Hershey Primary Elementary
Harrisburg	Foose School, PA STEAM Academy, Scottish Rite Center
Lower Dauphin	Conewago Elementary, Londonderry Elementary, Zion Evangelical Lutheran Church
Northern York	South Mountain Elementary
West Perry	Carroll Elementary
West Shore	Capital Area Early Learning Center

If circumstances require delaying or canceling CAIU class(es) in a localized area, the supervisor will contact classroom staff. Parents/guardians will be notified of the delay/cancellation by CAIU staff. In the event a vehicle originates from a district which is on a delay and the CAIU driver feels it is not safe to transport until later, the driver may delay the start of their run. If this action is taken the CAIU driver MUST contact the Transportation Office and each parent, concerning the delay. NO driver may cancel a run without consulting the Transportation Office and receiving authorization.

Please be aware that your child may be en route to school when a decision to cancel is finalized. We work with our districts and transporters to attempt to avoid this, however this situation may occur.

Morning Delays

In the event of a weather emergency requiring a delay of one hour or more, the morning class is cancelled.

Emergency School Closing During the Day

In the event of school closing during the day, notification will be forwarded from the Enola office to the CAIU Early Intervention staff. Parents/guardians will be notified. For this reason, **it is critical that your child's teacher have current phone numbers where you can be reached during the day.**

Make-up Days

Please note that when a full day is canceled, the day will be made up according to the schedule on the Preschool Calendar for Families and Caregivers. When a morning class is cancelled due to a delay, the class will not be made up. When an afternoon class only is cancelled it will not be made up.

Emergency Evacuation Plan

In case of an area emergency, all students attending classes within the geographic area of the Capital Area Intermediate Unit will be bused home or to a designated reception area as directed by County Emergency Personnel. The children will be cared for by CAIU staff until parents can pick them up. In some situations the CAIU Enola Office Center may be used as a reception center. If such an emergency arises, schools will be given specific instructions by Emergency Management Personnel. Parents should listen to local radio or TV for information.

Parents can obtain further information about emergency planning by contacting their child's teacher or by calling CAIU Executive Director, Dr. Andria Saia at (717) 732-8400, ext. 8488.

If you have any questions regarding the above information, contact your child's teacher or my office at 732- 8400, extension 8512.

Thank you for your time and cooperation. Let's all hope for a mild winter and an early spring!

Sincerely,



Andrew E. McCrea
Director of Student Services

Cc: Dr. Andria Saia
Supervisors/Principals
CAIU Staff
Transportation Office