



Evangelical Lutheran Church, School and Childcare
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Regular attendance is important to success in school, and we expect that when school is in session, students are engaged in learning. However, because we live in Wisconsin and winter weather can be unpredictable, Our Father's Lutheran School has procedures in place for closing school due to severe weather. It is the intent of Our Father's Lutheran School to maintain school according to the calendar, but the safety of our students and staff may necessitate the closing of our school.

Our first priority is student and staff safety. Before a decision is made to close school, information from weather reports on current and pending conditions, road condition reports, and discussions with local public districts from the area are taken into consideration. Local superintendents, bus company officials, and district administrators are in contact beginning at approximately 4:00 a.m. Districts typically use the National Weather Service forecast to help in making these decisions. When dangerously cold weather is forecasted, *Wind Chill Warning* is the guideline to determine if it is safe for students and staff to be outdoors when traveling to and from school. For snowy conditions, *Winter Storm Warning* is the guideline.

There may be times that local school districts are open and we are closed, or vice versa. Should we determine it is necessary to close school due to weather conditions, it is our sincere intent to make a decision no later than 5:45 a.m. However, deteriorating conditions may require us to make a later call. When a decision is made to close school, we will notify parents and students through various methods.

- All parents/guardians will receive an email via the School News listserv. All parents/guardians who were part of enrollment are added to the listserv.
- The school closing notice will be posted on our school website: www.ofls.org
- The media will be contacted (Channels 4, 12, and 58). Please keep in mind that even though a decision is made at this early hour, it may take time for the media to announce the closing.

When school is dismissed before the regular time, the following procedures will be implemented.

1. Announcement will be made to students indicating that they will go home early. The school office will inform the media if necessary.
2. The School Secretary will contact parents concerning transportation and make emergency arrangements. (Email or texting contact could be used.)
3. Teachers will continue classroom activities until transportation arrives.
4. If a driver is other than the parent or authorized transportation personnel, teachers will list the adults who pick up students.

As a parent, you may choose to keep your children home from school if you feel weather conditions are unsafe for your family. This would be recorded as an excused absence.

