



# PROCEDURE

# FA-015

## TEMPORARY CLOSURE OF SCHOOLS AND FACILITIES

<b>Superintendent Responsible:</b> Superintendent of Business & Treasurer	<b>Initial Effective Date:</b> 2015/03/30
<b>Last Updated:</b> 2023/10/23	<b>Next Review Date:</b> 2027/10/25

### Purpose:

To provide directive on temporary closure of Grand Erie District School Board (Grand Erie) schools and facilities that impact occupant safety and operational logistics.

### Guiding Principles:

- 1.0 Any Grand Erie school or facility may be closed under the following circumstances:
  - 1.1 Failure of a major building system that makes the operation of the school/facility unfeasible and/or places the health and safety of the school occupants at an unreasonable risk.
  - 1.2 Extreme weather situations, pending the decision of the Director of Education and Secretary of the Board or the Superintendent of Business and Treasurer.
  - 1.3 Strikes or lock-out of employee groups.
  - 1.4 At the discretion of the Director of Education and Secretary of the Board (or designate) in consultation with the Superintendent of Business and Treasurer.
- 2.0 When a decision has been made to close a Grand Erie facility temporarily, the Director of Education and Secretary of the Board (or designate) will contact the Manager of Communications and Community Relations to update Grand Erie's website and initiate mass communication to appropriate parent(s)/caregiver(s), students, employees.
- 3.0 When the decision is made to temporarily close a Grand Erie facility, all occupants shall leave the building and not re-occupy until the building has been re-opened. Only emergency services personnel, contractors and/or Facility Services employees working on the emergency shall be allowed in the building while it is temporarily closed.