

## Avalon Office Closure for Hazardous Conditions/Inclement Weather/Power Outage Effective December 2019

Decisions to close will be based on the following:

- If HRCE schools are closed. In the event that school closure is not a factor (i.e. when schools are not open for March break, summer etc.) Avalon will consider if transit is running, if universities, community colleges, government offices, other community-based organizations are closed.
- Safety, mobility, transportation, child-care etc. challenges for clients and staff members during extreme weather conditions.
- If conditions make the office unsafe for clients and staff (i.e. power outage).

*Avalon policy is that if HRCE schools have been cancelled due to inclement weather, Avalon will close. This is in keeping with our feminist practice, as the closure of schools leads to significant childcare and transportation concerns for our clients who are parents, especially those with low income. This will also mitigate the stress and challenge for all clients struggling with mobility, safety, and transportation challenges during storms.*

HRCE closure decisions are announced by 6:00am the day of the closure. Early dismissal announcements are made by 11am. Under special circumstances, school closures may be announced the night before.

This pilot policy will be reviewed after the 19/20 winter to assess needs and effectiveness.

- When all HRCE schools are closed, Avalon will be closed for the day
- When HRCE schools delay opening by two hours, Avalon will open at 1:30-4:30.
- When HRCE schools close two hours early, Avalon will close at 12:30.
- If School Buses are not running but schools are open, Avalon will remain open
- If there is inclement weather on a day that school is not in (PD Days, March Break, etc.), the ED will resume traditional decision making for Inclement Weather Closure.