Emergency Site Closings

Policy
Arrowhead Head Start will close a site in the event of an emergency to ensure the health and safety of children, families, and staff. An “emergency” is defined as dangerous weather (i.e., blizzard), building maintenance problems or vandalism.

Procedure

- In the event of a school district closing, our Centers and Home Base Socializations in that area will also be closed.
- All staff are required to report to work. Alternative work sites must be approved. Those unable or choosing not to, will call their supervisor to indicate whether they are using paid leave or personal leave time.
- All emergency school district closings are shared by local TV and radio stations.
- Whenever a school district closes early for weather- or emergency-related reasons, the Head Start site will do the same. Parents, the Head Start Office, and bussing (where applicable) will be notified immediately.
- Should a district start late, the Head Start site will run the same delayed time.
- In the event of an emergency (not identified by the school district), parents will be contacted immediately.

This policy complies with Head Start Performance Standard 1304.53 and Minnesota Department of Human Services Child Care Center Licensing Health Standards.

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