

**BOARD**  
MEMORANDUM

**Date:** January 12, 2022  
**To:** Board of Trustees  
**From:** Shawna Walter, Acting Superintendent  
**Originator(s):** Jonathan Konrad, Acting Deputy Superintendent, Education Services  
**Subject:** AP255 – Inclement Weather Decisions For Schools - 2021/2022

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**Purpose:**

For information.

**Background:**

Attached for Trustee information is the following Administrative Procedure with amendments.

- AP255 – Inclement Weather Decisions for Schools

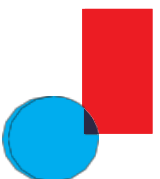
AP255 has been amended to align with division practice in schools, and to ensure consistent language and understanding across the division.

Administration is prepared to respond to questions at the January 12, 2022, Committee of the Whole meeting.

Sincerely,

Shawna Walter, M.Ed  
Acting Superintendent

Attachment





**PURPOSE**

Careful planning is necessary to ensure the safety and well-being of all Sturgeon Public students at school during inclement weather.

**PROCESS**

The Principal or designate shall be responsible for determining the need for suspension of recess and/or other student activities as a result of inclement weather.

**PROCEDURE**

1. The Principal or designate is responsible during inclement weather to ensure they act in a reasonable manner and with full regard for the safety and well-being of all students.
2. The lowest temperature at which students will be required to go outside shall be -25 Degrees Celsius including wind chill and as determined by the Weather Network.
3. The Principal shall establish provisions for students at school during inclement weather conditions. The provisions shall include:
  - 3.1 The designation of an area for students who are outdoors to use for periodic shelter when needed.
  - 3.2 ~~S~~That students will at all times be permitted access to washroom facilities.
  - 3.3 Sufficient adult supervision is provided to ensure student safety.
4. During instructional days when the Superintendent or designate suspends school bus transportation services, the following procedures will apply:
  - 4.1 Teachers will not conduct examinations, nor introduce new learning outcomes.
  - 4.2 Student absences shall be deemed excusable and shall not affect the granting of credit in High School courses.

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| References: | Board Policy:    | 320 Inclement Weather                        |
|             | Admin Procedure: | 305 SPS Emergency Preparedness Response Plan |



- 4.3 Principals may change the school schedule and delegate duties to staff according to the number of students that arrive at school.
- 4.5. The Principal of each school shall ensure that staff, students and parents are familiar with the provisions for keeping students safe during inclement weather.
- 5.6. The Principal shall include a copy of the provisions for keeping students safe during inclement weather in their school newsletter no later than November 1<sup>st</sup> of each school year.

References:

Board Policy:

320 Inclement Weather

Admin Procedure:

305 SPS Emergency Preparedness Response Plan