

**MASON COUNTY SCHOOLS INCLEMENT WEATHER PLAN
2020/2021**

Mason County Schools will utilize a color code system when delaying or closing schools. If schools are closed, students will do remote learning. Below are the codes that will be announced via our calling system and major media outlets.

CODE GREEN: Students and staff report to school based on the number of hours school is delayed for the day. Delays can be one, two or three hours. Maintenance, Mechanics, and Custodians report at the regular time and leave the number of hours early based on the delay for the day. Day Custodians will check the buildings upon arrival, report status to Maintenance and remove snow from all walkways and entrances to the building. Evening Custodians will also leave early based on the number of hours for the delay.

CODE RED: **Students do not report and will do remote learning.**

Mason County Board of Education has an approved policy by the West Virginia Board of Education for this year concerning **non-traditional instructional days (NTI Days)**. This policy addresses days when the instruction is not provided within the school facility. Either paper packets or online instructions will be sent home with students. Staff will be available from 10:00 am to 2:00 pm to provide support for students.

Depending on the conditions, staff may or may not report. If conditions prevent staff from reporting to work, they will still be available to students from 10:00 am to 2:00 pm through Google Classroom, email, LiveGrades or other forms of communication. If the staff reports, they will be at their worksite from 10:00 am to 2:00 pm and available to students.

When school is placed on remote learning due to weather, staff will need to listen to the announcement to determine if they need to report to work. If the staff does not report, Maintenance may be asked to report to remove snow. Certain Central Office service personnel may be asked to report to work if critical assignments cannot be done from home. If staff is not required to report to their work location, they will work from home.

The principal or designee will need to check the school building before noon, if the weather is permissible, and report any problems to Maintenance. If snow needs to be removed on walkways and entrances, the principal will contact custodians to remove snow. **Custodians will leave once the snow is removed.**

