

INFORMATION SHEET

SCHOOL CLOSURE

The school may be closed for all, or part of the day, when it snows overnight or during a school day.

When it snows overnight

- The **Principal of Mount Aspiring College**, along with principals of local primary schools, **will decide whether to delay the start of school or to close the school.**
- The **decision will be announced on Radio Wānaka (92.2) at 7.00am.**
- We will publish **information on the school website, Facebook page, and Instagram** feed, and the recorded message on the **school office phone** will be updated.
- We will also inform **The Wānaka App.**
- If there is a delayed start to school, please **continue to check these communication channels** as there **may be a decision made later** in the morning to close the school for the day.

If school closes early, the local radio station, MAC Facebook and Instagram, MAC's public website, and the college voicemail will let you know.

Early closure of school (in the event of snow, a burst water main or power outage)

We will release students from school in a managed way.

- The principal will notify parents of a school closure **by text and/or email.**
- **A bell will sound**, and students and teachers will go to their whānau classrooms.
- **Whānau teachers will text or phone parents** and follow release instructions provided by them.
- **Students will not be released without parental instruction.**
- For safety, **students being collected from school will wait in the library atrium.**
- If a parent cannot be contacted, the **whānau teacher will leave a voicemail** advising that the school is closed and the student is being supervised in the library.
- If necessary, the college will **call the emergency contact** listed on the student record.
- **Hostel students will be released** from their whānau class to the hostel.
- If the closure is due to **bad weather, buses will not operate** in hazardous conditions.
- If the closure is for another reason, buses will run at their normal times.

If communications are down

- **We will take care of students on campus** until it is safe for parents to come to the college to collect their child/ren.
- Parents should **collect their child/ren from the student's whānau teacher.**
- To find the **location** of your child/ren's whānau class, please **assemble outside the library** where we will post class lists and locations.
- There will be **staff available to help you** find your child/ren.

Discuss this procedure with your child(ren).

Come up with a plan for your family, especially if your child drives to school.

Check your emergency contact on the parent portal.

Consider adding a contact in Wānaka if you don't have one listed.

Listen to local radio stations and check social media.

Check the school website, Facebook page, Instagram feed or The Wānaka App.

Avoid phoning the school office on a school closure day.

Our office staff will be very busy managing logistics and may not be able to answer your call.

REMEMBER