

YMCA ALEXANDRIA EMERGENCY PROCEDURES

YMCA Alexandria

Emergency & Inclement Weather Policy

Classes & Programs

The YMCA Alexandria does NOT base class cancellation procedures on the City of Alexandria's Public School System. Tune to local radio or television stations for updates on school closings and refer to the information below. We reserve the right to cancel classes when inclement weather jeopardizes the safety of our members and staff. Attendance is left to your discretion, and there are no credits or refunds for cancelled classes.

To insure the safety of our members and program participants during inclement weather, we have the following policy:

YMCA Alexandria

Snow Emergency Plan

The YMCA of Metropolitan Washington does not follow closings and late openings as proposed by the school system or federal government. In case of inclement weather, please note:

- ❖ The Executive Director will alert the Building Engineer and Management Team, on any decision to change the current building schedule due to inclement weather. For early morning shifts, such as the pool and front desk, you will be contacted if the building is closed by a Director or your Supervisor.
- ❖ All YMCA closings will be listed on local network stations **NBC (Channel 4) and WRC (Channel 7)**. **Radio station WTOP 1500 AM** will also provide the same information. Closings or late openings will be listed as early as possible.
- ❖ Staff can also call the branch for a recorded message on any openings or closings.

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If the building is open, all staff will be expected to report to work as scheduled. If there are any problems, please contact your supervisor immediately.

CLASSES/PROGRAMS

Members should turn to a local radio station for updates on branch closings or call our branch (703)838-8085 regarding status of classes and hours of operation.

THIS POLICY DOES NOT PERTAIN TO THE AFTER-SCHOOL CHILD CARE PROGRAM.

Facility

We make every effort to open the main facility regardless of whether classes will be held. The facility will remain open on its regular schedule, unless a change is authorized by our Association Services Office. In the event the facility is closed, the media, including social media, will be contacted, and updates will be posted on our website at www.ymcadc.org.

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CHILDCARE INCLEMENT WEATHER POLICY 2017-2018

	<i>Early Learning</i>	<i>School Age</i>
1 Hour Delay	Center will open 1 hour late	Center will open 1 hour late
2 Hour Delay	Center will open 2 hours late	Center will open 2 hours late
School Cancellation and Administrative Offices open on time	Center will open 2 hours late	CLOSED* If branch runs an inclement weather camp they will open 2 hours late
School Cancellation and Administrative Offices opening late	Center will open when Administrative offices open ~if specific time is given then we will open then ~If Admin delay happens we will open when Admin offices open**	CLOSED* If branch runs an inclement weather camp they will follow the same opening as Administrative offices
School Cancellation and School Administration closes early	We will close when the Administrative offices close	CLOSED Any inclement weather camp will close when Administrative offices close
School Cancellation and School Administration offices closed	CLOSED	CLOSED
Early Dismissal	We will close 1 ½ hours after school closes	CLOSED Parents must make arrangements to pick up children at school

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Planned Early Dismissal and storm starts	Will remain open until Admin offices close	Will remain open until Admin offices close
Inclement Weather on planned no school days	Will follow Administrative Offices	Will follow Administrative Offices

*On days when school is closed and Administrative offices open on time or late School Age sites will have the ability to run Inclement weather camps. Please call branch no earlier than 8am for details.

**For our policy we deem Admin offices official opening time is 8am, use this time for any Admin delay