



*“Eaton Arrowsmith” refers to Eaton Arrowsmith and Eaton Arrowsmith Adults locations in Vancouver and Redmond, and Eaton Arrowsmith Learning Centre, each of which is referred to herein as “Eaton Arrowsmith” or the “school.”*

*Eaton Arrowsmith may add, modify or remove portions of this Policy when it is considered appropriate to do so. Any changes will be effective upon the posting of the revised policy. The most recent version can be found on the Policies page on our website: [www.eatonarrowsmith.com](http://www.eatonarrowsmith.com).*

## **Eaton Arrowsmith School Closure Policy**

### **Temporary Closures**

#### **Preamble**

Schools provide an important public service to the community. Closure has a significant impact on our students and families who may already be challenged by the event causing the closure. Consequently, schools will only be closed due to issues of safety, extreme weather conditions, or in the event of mandatory school closures in the region. School closures will be site-specific.

At the discretion of each school’s administrators, classes may be cancelled mid-day should inclement weather, extended power outages, or other issues of student safety occur while students are at school; however the school will remain open and staffed until all families have been notified and students have been picked up. Elementary students may be released before the end of the school day into the care of a parent/guardian or other approved caregiver. Secondary students may be released early without supervision. The schools will remain open for students who require them until the end of the regular school day.

Please note that there are no refunds or make-up days offered for days a student is absent or days a school is closed. If a school is closed for 5 or more consecutive days, school staff may be able to provide work that students can do from home (depending on the reason for closure and the availability of staff).

#### **Severe Weather Closure Specifics**

During snow events or other extreme weather, it is common for police and other authorities to advise citizens to avoid unnecessary travel, and we ask that all families thoughtfully consider if they should risk driving their child to school on those days. Parents and adult students should

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#### **VANCOUVER and ONLINE**

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#### **REDMOND**

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Redmond, WA 98052

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expect that on snow days where the school is open there will be disruption of students' cognitive programs, due both to students' excitement about the snow and transportation challenges that staff and students face getting to and from school.

Staff, students and parents should assume that schools will be open every day during the school year. During a snow event, or other weather event, there will be no public announcement that schools are open. Only closures will be announced.

Should it become necessary to close schools, that decision will be made as early as possible - no later than 6:30 a.m. - and the following media outlets will be informed:

- In BC: CKNW AM 980 radio, and News AM 1130 radio
- In Washington State: Lake Washington School District website and local TV news broadcasts

In addition, a notice will be placed on the school web site and a voice message on the school's voicemail message by 6:30am.

### **Building Safety (i.e. Fire, Earthquake, Power Outage) Closure Specifics:**

In the event of an earthquake, fire, extended power outage, or other safety reason the school may close until the building is safe for students to return to classes.

Information will be communicated with families by phone and/or email as soon as possible.

### **Infectious Disease Closure Specifics:**

During an outbreak of an infectious disease such as COVID-19 Eaton Arrowsmith will follow the guidelines of Provincial/State Health Authorities as well as local Health Authorities (i.e. Vancouver Coastal Health) regarding any temporary closure of schools. School administrators will work in collaboration with local health officials to make any closure decisions, and to determine the duration of the closure.

*As per the CDC: "If a student or staff member has been identified with COVID-19, school and program administrators should seek guidance from local health officials to determine when students and staff should return to schools and what additional steps are needed for the school community. In addition, students and staff who are well but are taking care of or share a home with someone with a case of COVID-19 should follow instructions from local health officials to determine when to return to school." (<https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/guidance-for-schools.html>)*

## Permanent Closures

### For all sites and programs:

In the event of a permanent school closure, students and families will be offered full refunds, with the exception of an assessment fee of \$1,400 for new students assessed as part of their enrollment in that program.

### For Eaton Arrowsmith Vancouver specifically:

As per the BC Ministry of Education, all independent school authorities closing a school permanently are required to follow the procedures described in the [School Closure Policy - Independent Schools](#). This policy applies only to Eaton Arrowsmith Vancouver (Group 3 school).