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KTCEA authorizes the Superintendent or Principal, in consultation with the Chairperson or one other KTCEA Board Member, to close the school in the event of hazardous weather or other emergencies that would make school operations dangerous or difficult. If the school is not closed but is rendered temporarily unusable and where students require shelter, students and staff shall be evacuated to other locations in the immediate area. The Superintendent is responsible for developing administrative procedures identifying safe locations in the immediate area of each school within the Authority and establishing safe evacuation procedures.

In cases of closure, delays in opening, or early dismissal, the school principal has the responsibility to ensure as much as possible of the administrative, supervisory, and operational activity is continued. Where time and circumstances permit, parents are to be notified of any emergency closing. The principal will also ensure that the Superintendent is notified.

Community Use of Schools

The primary purpose of school facilities is to further the education of the children who reside within KTCEA communities.

KTCEA supports and encourages community use of its school facilities and will work in partnership with community partners to coordinate community use of facilities, provided it does not significantly interrupt instruction.

In the event that the community would like to use a school facility leading to school closure, sufficient advance notice and approval from the Superintendent is required.

The Superintendent is responsible for developing and implementing this policy through administrative procedures, including the creation of contracts and waivers to ensure the safe and efficient community use of facilities within the Authority.