

Winter Storm Policy – Phyllis Bodel Childcare Center

Revised December 2009

The Storm Policy for the Phyllis Bodel Childcare Center is as follows:

1. Teachers must call the Director by 6:00 am if they cannot come to work. If they do not call, it will be assumed that they will come into the Center.
2. If it is apparent by 6:30 am that there will not be sufficient coverage for the Center, the Phone Tree will be put into operation. The Phone Tree will notify parents that either:
 - a. The Center is closed due to severe weather.
 - b. The Center is short staffed and parents are encouraged to find alternate care or they will be asked to spend an hour to help with coverage. This hour will most likely not be the lunch hour. If parents know that they will not be able to give an hour to help with care, they must find alternate care or they can ask another parent in the room if they have the flexibility to do an additional hour for them.
3. During days there is a forecast for bad weather all parents must complete the Inclement Weather Closing Form. This form provides home, cell and office numbers where the parent may be reached during the day in the event that the University sends out an email that allows all departments to send home non-essential personnel. When this email is received, the Center closes within one hour. As for all childcare plans, parents must consider a back up plan. Please begin discussion with your back up care about the possibility of a mid-day closing during bad weather.
4. Parents are encouraged to listen to WELI 960AM, KC101FM, or watch WTNH, Channel 8 or MYTV 9. In addition, parents may register their cell phone or email addresses for closing notifications by signing up on the Channel 8 website, wtnh.com. I will use our own address book to email parents when possible.

Parents who are 'branches' on are snow tree will be given up to five numbers to call. I ask that these parents take a few moments, before they are needed, to call and check these numbers. Please put your numbers in a safe place where you will be able to find them until next summer. If you are to call someone, who in turn is scheduled to make calls and they are not home, please call me (203-453-6603) right away so that I can make their phone calls. If for any reason parents, who have been given numbers to call feel they cannot make these calls, please let me know.

Thank you.