



POLICY

**Haddonfield
Board of Education**

OPERATIONS

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School Day
M

8220 SCHOOL DAY

The Board of Education shall annually approve the times that school(s) will be in session, including the starting and ending time of a shortened day. A school day shall be in accordance with N.J.A.C. 6A:32-8.3.

The schools of the district will be in session for students on those days and times recommended by the Superintendent and annually approved by the Board.

The Superintendent or his/her designee may close schools, delay the opening of school, or dismiss school early when such alteration in the regular session is required for the protection of the health and safety of students and staff members or other good cause. A shortened school day, whether it is planned or emergent (as in the case of inclement weather), must meet certain requirements in order to count toward the one hundred eighty day requirement of N.J.S.A. 18A:7F-9.

The Superintendent shall inform the Board President of any such alteration as soon as possible and shall prepare rules for the proper and timely notification of concerned persons in the event of any delayed opening or emergency school closing.

N.J.A.C. 6A:32-8.3

BOE Revised Date: 4/30/2020
BOE Approved Date: 5/16/2019



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School Closings

R 8220 SCHOOL CLOSINGS

The following procedures will govern the unscheduled closing of school for the entire school day, the delayed opening of school, and the early closing of school. No single set of rules can anticipate the problems that may be encountered when schools must be closed, and Building Principals may be required to exercise independent judgment in individual circumstances. Any consequent deviation from these rules shall be approved by the Superintendent.

A. Notification Provisions

1. The Superintendent or designee shall notify media outlets and/or activate an emergency call system when a decision is made for an unscheduled closing of school for the entire school day, the delayed opening of school, or the early closing of school.
2. Parent(s) will be notified at the beginning of each school year that they will be notified of an emergency school closing day by means of announcements over the media outlets listed above

B. All Day Closing

1. The decision to close schools for the day will be made in accordance with Policy 8220 As soon as the decision is made, the Superintendent or designee will promptly notify:
 - a. The media outlets
 - b. All school staff members;
 - c. Private schools to which transportation is provided for district children);
 - d. Haddonfield Police Departments (municipalities that are affected by decision or that provide school crossing guards);
 - e. Board of Education President; and
 - f. Any other individuals or organizations the Superintendent or designee determines the need to be notified.
2. Notwithstanding a provision in a collective bargaining agreement, if applicable, unless the Superintendent determines otherwise, school office personnel and custodial personnel are expected to report for work on an emergency closed day.

C. Delayed Opening



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1. The decision to delay the opening of school will be made as soon as practicable. Notice of the delayed opening will be given in accordance with B. above.
2. Notwithstanding a provision in a collective bargaining agreement, unless the Superintendent determines otherwise, school office personnel and custodial personnel are expected to report to work on time if the opening of school is delayed.
3. If weather conditions change after a delayed opening has been announced, the Superintendent may decide to close schools for the day. This decision will be made as soon as practicable. Notice of the closing of schools for the day will be given in accordance with B.1. above.
4. The Principal of each school will modify the school's schedule to accommodate the shorter day. After-school and athletic events may be canceled.

D. Early Dismissal

1. The decision by the Superintendent or designee to close school early will be promptly relayed to the media outlets, school staff members, and the people or organizations listed in B.1. above.
2. Building Principals in the affected schools will promptly notify all school staff members of the early closing, using appropriate building procedures.
3. Parents may be notified of an early dismissal through ~~by~~ an emergency call system, district or school website, a telephone communication chain, or any other method or process deemed appropriate.
4. A parent may come to the school and sign out his/her child at any time after the decision to close early has been made. Any removal of a child must be in strict accordance with Policy No. 5230 regarding the person(s) to whom a child may be released.
5. The Principal may designate a safe and secure location in the school building to which may be assigned students whose parent or temporary caretaker could not be reached by telephone or other means or the student was unable to be released from school early for good reason.
 - a. A teaching staff member will be assigned to supervise the students who remain in the school.



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