



BOYS & GIRLS CLUB
OF LAKE TAHOE

Inclement Weather, Snow Days, Smoke Days, and other Emergency Conditions

File name: 2024.2_Policy_Inclement Weather Snow and Smoke Days

Policy Statement

When LTUSD calls a school closure for inclement weather, snow, poor air quality, or other emergency condition, the Club will follow suit and close for the day. On occasion, the Club will call their own closure, delayed start, or early pickup due to snow, smoke, poor air quality, or an emergency. When any of these events occur, all staff will be paid the time they are scheduled for the day, and are expected to use that time for online training, program proposals, program planning, or other job responsibilities. Staff have the option to complete these tasks from home.

All Club closures, delayed starts, and early dismissals will be communicated through text messages, email communication, and social media channels. A member of the administration team will notify staff by text, phone, or in person.

On occasions of inclement weather where the Club can stay open and continue to operate, outdoor activities may be limited for the health and safety of Club members and staff. This includes, but is not limited to, excessive heat, colder temperatures, high winds, or an AQI between 150 and 300.

In the event of an “emergency condition,” an employee will not receive adverse action for refusing to report to work or leaving the workplace because the employee has a “reasonable belief” that the workplace is unsafe.

Reason for Policy

The Club strives to always be available for members and families. However, safety is a top priority and it is important to find a balance between the safety of Club members and staff versus the desire to provide an essential community service.

To address short-term conditions that affect Club operations, a late start and early release part of this policy has been developed. This enables the Club to open and operate for at least a partial day when adverse weather or emergency conditions are temporary or have a shorter timeline. It also ensures that Club members and staff do not remain onsite when it is unsafe or potentially hazardous.

California law, SB 1044, protects employees from receiving adverse action for refusing to go to work or leaving the workplace when an employee has “reasonable belief” the workplace is unsafe.



BOYS & GIRLS CLUB
OF LAKE TAHOE

Who Should Read This Policy

All Club staff, volunteers, and Board of Directors

Resources

LTUSD.org - LTUSD status and policy for closures, delayed starts, and early dismissals:

<https://www.ltusd.org/cms/one.aspx?pagelid=2844137>

SouthTahoeNow.com - LTUSD Air Quality Policy (2021)

<https://southtahoenow.com/story/08/23/2021/ltusd-and-dcsd-develop-plans-smoky-school-days>

Definitions

“Inclement weather” means any weather conditions that are deemed unsafe, potentially hazardous, or catastrophic. This includes but is not limited to heavy snow, flooding, high winds, and wildfires.

“Lake Tahoe Unified School District” or “LTUSD” are used interchangeably.

The Policy

When Lake Tahoe Unified School District calls a school closure for either inclement weather, heavy snow, poor air quality or emergency condition, the Club will follow suit and close for the day. On occasion, the Club will call their own closure, delayed start, or early pickup due to snow, smoke, poor air quality, or an emergency. This decision is based on criteria established by LTUSD as well as the Club administrative staff’s evaluation of the situation. Some examples include heavy snow forecasted, an AQI of 300 or more, a power outage or water shutoff for an extended duration, unnavigable roads due to inclement weather or a natural disaster, or imminent danger due to a wildfire or other natural disaster.

On occasions of inclement weather where the Club can stay open and continue to operate, outdoor activities may be limited for the health and safety of Club members and staff. Some examples include, but are not limited to, excessive heat, colder temperatures, high winds, or an AQI between 150 and 300. The AQI thresholds are based on LTUSD’s policy and updated accordingly. If a Club member or staff member has a heart or lung disease and is in the sensitive groups category, they will be redirected to an indoor activity or asked to wear an N95 mask outdoors for an AQI as low as 101.

All Club closures, delayed starts, and early dismissals will be communicated through text messages, email communications, and social media channels. A member of the



administration team will notify staff by text, phone, or in person.

Procedures for Late Starts

Many adverse conditions may cause the Club to close or delay opening, including but not limited to, road closures, unplowed parking lot or drop off areas, power outages, water shutoffs, or insufficient staffing.

If the adverse factor is not anticipated to last all day, the Club reserves the right to call a late start. A late start can be up to a four-hour delay. If the adverse factor is estimated to exceed four hours, a full day Club closure will be called.

The decision regarding a late start will be made collaboratively by the administration team, including the Executive Director, Club Director, and Site Coordinator. When community agencies, organizations, or special districts are involved, such as law enforcement, fire, a utility company, or LTUSD, estimated time frames and guidance will be sought before a decision is finalized. The decision for a late start will be communicated with Club staff, volunteers, and parents/guardians of members via text message, email communication, and social media as soon as possible.

If the late start exceeds three hours, parents who paid a daily fee will be reimbursed for the hours missed.

Procedures for Early Release

If adverse conditions make it unsafe to continue Club operations, an early release may be called. In addition to the onset of adverse conditions described above, other conditions may include flooding or deep snow in the parking lot or weather conditions that may prevent members of staff from leaving the Club and getting home.

The Club reserves the right to call an early release at any point during Club when the safety and wellbeing of members and staff are threatened or adversely affected. The decision regarding calling an early release will be collaboratively by the Executive Director, Club Director, and Site Coordinator. There may be times that one afterschool site may need to close while another site or sites remain open. In such instances, members at the early release site will still need to be picked up. It is not possible to transfer members to another site because of staff ratio requirements and an insufficient number of vehicles to transport members in a timely manner.

The decision for an early release will be communicated with staff and other adults present onsite. Parents/guardians of members will receive the message via text, email, and social media. Whenever possible, phone calls to parents/guardians will be made.



BOYS & GIRLS CLUB
OF LAKE TAHOE

Parents/guardians will be expected to pick up their child(ren) within one hour of the first early release notification. Parents unable to get to the Club within one hour should contact someone on their authorized pickup list to pick up their child within the requested time frame.

Reimbursement will be given if the early release is called three or more hours before the stated closing time. Only the hours missed will be reimbursed.

Employee Expectations

When these events occur and the Club declares a closure, early release, or delayed start, all staff will be paid the time they are scheduled for the day, and are expected to use that extra allocated time for online training, program proposals, program planning, or other job responsibilities. Staff have the option to complete these tasks from home.

In the event of an “emergency condition,” an employee will not receive adverse action for refusing to report to work or leaving the workplace because the employee has a “reasonable belief” that the workplace is unsafe (SB 1044). The Club must specify it is an “emergency condition” and declare a Club closure for an employee to be paid for the time they would have been at the Club.