

ARCHDIOCESE OF LOUISVILLE CATHOLIC ELEMENTARY SCHOOLS
DELAYED OPENING/EARLY DISMISSAL POLICIES
November 2009

INCLEMENT WEATHER The decision to close schools due to weather conditions will be announced via radio and TV for the Catholic schools of Jefferson County. Catholic schools outside Jefferson County will follow the local public school announcements or their own announced procedure. One of the following announcements will be made:

1. All Catholic elementary and high schools in Jefferson County are **OPEN**;
2. Catholic elementary and high schools in Jefferson County will be **OPEN BUT ON A DELAYED SCHEDULE**;
3. All Catholic elementary and high schools in Jefferson County are **CLOSED**.

DELAYED SCHEDULE Each administrator, after consultation with the local school board or equivalent decision-making group, will determine a **DELAYED SCHEDULE** for the individual school. Written notice about how the school will react to all inclement weather announcements will be given to all persons affected by the decision. Please see the chart below for the delayed schedule start time for each Catholic elementary school.

EARLY DISMISSAL-ELEMENTARY SCHOOLS No public announcements will be made about early dismissal in Jefferson County Catholic elementary schools except in the case of extreme emergency. Each administrator, after consultation with the local school board or equivalent decision-making group, will determine an early dismissal policy and communicate it in writing to all persons affected by the decision. Please see information about the early dismissal policy of each Catholic elementary school in the chart below.

Elementary schools are listed by county.

JEFFERSON COUNTY

SCHOOL	DELAYED OPENING START TIME	NO EARLY RELEASE; PARENTS MAY PICK UP	COMMENTS
Ascension	9:55 a.m. (Doors open 9:10 a.m.)	✓	Ascension has a call list to notify parents through email.
Holy Family	9:30 a.m. (Doors open 9:00 a.m.)		When Catholic high schools dismiss early, Holy Family dismisses at the same time.
Holy Spirit	9:50 a.m. (Doors open 9:25 a.m.)	✓	
Holy Trinity	10:00 a.m.		When Catholic high schools dismiss early, Holy Trinity dismisses at the same time.
John Paul II	9:55 a.m.	✓	Bus riders may be picked up early; parent/guardian will be contacted prior to departure. If parent/guardian is not reached, student will not be permitted to leave on bus. If Archdiocese makes a decision to release schools early, all parents/guardians will be contacted (we have walkers, bus riders, car riders). Sufficient personnel remain on property until all students are picked up.
Nativity Academy	Same as JCPS		When Catholic high schools dismiss early, Nativity dismisses at the same time.

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Jefferson County (continued)

SCHOOL	DELAYED OPENING START TIME	NO EARLY RELEASE; PARENTS MAY PICK UP	COMMENTS
Notre Dame Academy	10:00 a.m.	✓	
Our Lady of Lourdes	10:00 a.m.	✓	
Pitt Academy	8:40 a.m. (1-hour delay)	✓	In the event of extremely inclement weather developing during the course of a school day, school may be dismissed early. If this becomes necessary, parents/guardians will be called by Pitt staff members to pick up their children. There will be no after-school care if school is dismissed early.
Sacred Heart Model School	9:30 a.m.	✓	
Saint Agnes	10:00 a.m.	✓	When warranted due to inclement weather or any other emergency, parents will be contacted through the emergency alert system.
Saint Albert the Great	8:50 a.m.	✓	
Saint Andrew Academy	9:50 a.m.	✓	
Saint Athanasius	8:50 a.m.	✓	
Saint Bernard	10:00 a.m. (Doors open 9:30 a.m.)	✓	On delayed opening days, the doors open at 9:30 a.m., and there is no supervision before that time.
Saint Edward	9:30 a.m.	✓	
Saint Francis of Assisi	10:00 a.m. (Doors open 9:30 a.m.)	✓	If a delayed start occurs on an already scheduled noon dismissal day, the noon dismissal will be cancelled and classes will be dismissed at the normal time of 3:00 p.m. The noon dismissal day will not be rescheduled.
Saint Gabriel	10:00 a.m.	✓	All announcements will be made through the school's notification system. If a delayed start occurs on an already scheduled early dismissal day, the early dismissal will be cancelled, and classes will be dismissed at the normal time.
Saint James	9:00 a.m.	✓	Preschool and pre-K begin regular time. Parents with children in day care must call and check to see if staff has arrived before dropping children off.
Saint Leonard	9:30 a.m. (Doors open 8:59 a.m.)	✓	
Saint Margaret Mary	10:00 a.m.		After receiving input from bus drivers, if the decision is made to dismiss early, parents will be notified via e-mail, and the early dismissal will be posted on Edline.
Saint Martha	9:50 a.m.	✓	All announcements will be made through the school's notification system.
Saint Mary Academy	10:00 a.m.	✓	Parents will be informed via telephone or email of emergency closing. If conditions worsen, parents may pick up their children.
Saint Michael	9:25 a.m.		If St. Michael must dismiss early as an individual school, parents will be notified via the "Community Safe Emergency Call System." In this event, students will be dismissed at 1:00 p.m. All parents are required to fill out and sign the form in the registration packet that designates the child's destination for an emergency/early dismissal.

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Jefferson County (continued)

SCHOOL	DELAYED OPENING START TIME	NO EARLY RELEASE; PARENTS MAY PICK UP	COMMENTS
Saint Nicholas Academy	10:00 a.m.	✓	If a delayed schedule is announced for an early dismissal day, SNA will cancel the 11:00 a.m. dismissal and dismiss at the regular 3:00 p.m. time. If school is cancelled due to bad weather, all extra-curricular activities also are cancelled.
Saint Patrick	9:50 a.m. (Doors open at 9:15 a.m.)		The principal determines whether an early dismissal is warranted after consulting with the pastor and superintendent. When it is warranted, due to inclement weather or to any other emergency, parents will be contacted via our emergency alert system.
Saint Paul	9:00 a.m.	✓	Parents may call the school and make arrangements to pick up their children if desired.
Saint Raphael	9:30 a.m.	✓	Please do not call the office seeking early dismissal information. Any change in dismissal time will be published in Edline News. Please check Edline periodically to see if the situation changes. In extreme emergency, St. Raphael will place an announcement on Edline News and a blanket e-mail will be sent. Students will not be released early unless the parent has been contacted.
Saint Rita	9:45 a.m.		If Catholic high schools dismiss early, St. Rita will dismiss one hour later.
Saint Stephen Martyr	9:00 a.m. (Doors open at 8:30 a.m.)	✓	If a winter storm or other emergency develops after the children are in school, and the central office advises us to leave early, an announcement will be aired on the radio and TV. The school also will try to reach parents to let them know what is happening. Monitoring of children will be provided until all have left the building safely.

BULLITT COUNTY

SCHOOL	DELAYED OPENING START TIME	NO EARLY RELEASE; PARENTS MAY PICK UP	COMMENTS
Saint Aloysius (Shepherdsville)	Same as Bullitt County	✓	Parents will be called through "School Reach" if the weather becomes severe enough for the county to call off school early.

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HARDIN COUNTY

SCHOOL	DELAYED OPENING START TIME	NO EARLY RELEASE; PARENTS MAY PICK UP	COMMENTS
Saint James (Elizabethtown)	Time Announced by School		Parents are notified of delayed openings, early dismissals or school cancellation through the "On Call" system.

MARION COUNTY

SCHOOL	DELAYED OPENING START TIME	NO EARLY RELEASE; PARENTS MAY PICK UP	COMMENTS
Saint Augustine (Lebanon)	Same as Marion County	✓	

NELSON COUNTY

SCHOOL	DELAYED OPENING START TIME	NO EARLY RELEASE; PARENTS MAY PICK UP	COMMENTS
Saint Ann (Howardstown)	Same as Nelson County	✓	
Saint Catherine (New Haven)	Same as Nelson County	✓	
Saint Gregory (Cox's Creek)	Same as Nelson County	✓	
Saint Joseph (Bardstown)	Same as Bardstown Schools	✓	

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OLDHAM COUNTY

SCHOOL	DELAYED OPENING START TIME	NO EARLY RELEASE; PARENTS MAY PICK UP	COMMENTS
Saint Aloysius (Pewee Valley)	10:00 a.m.	✓	Announcements regarding early dismissal will be sent via the school website, newflash and/or automated phone system.

WASHINGTON COUNTY

SCHOOL	DELAYED OPENING START TIME	NO EARLY RELEASE; PARENTS MAY PICK UP	COMMENTS
Saint Dominic (Springfield)	Same as Washington County	✓	