

THE HOWARD COUNTY PUBLIC SCHOOL SYSTEM
10910 Clarksville Pike
Ellicott City, MD 21042

Circular No. 5
Series 2016 - 17

July 12, 2016

Chief Operating Officer

Pupil Transportation –
Late School Openings/Early School Closings 2016-2017

To: All Staff

From: Camille B. Jones, Chief Operating Officer

Attached is a chart that identifies details associated with late school openings and early school closings related to inclement weather and other emergencies.

Please pay close attention to the various arrangements for students assigned to half day programs and the ARL. Also, since the ESOL/Newcomer program is no longer centralized at River Hill High School, their schedule was removed from the chart.

Questions may be directed to David Ramsay, Director, Pupil Transportation, 410.313.6726.

Attachment

CBJ/DR/smf

Revised: July 12, 2016

Late School Openings/Early School Closings

If the decision is made after the preferred time, buses may be late to their first school.

DECISION TO OPEN SCHOOLS LATE

Time Schools Will Open	Decision must be made by		AM/PM Schedule
	Preferred Time	No later than	
Close	4:45 AM	5:30 AM	All Schools Closed
1 hour late	4:45 AM	5:30 AM	AM half-day students - 1 hour late PM half-day students - on time AM ARL - 1 hour late PM ARL - on time Work Study/Enclave - on time
2 hours late	4:45 AM	5:30 AM	AM half-day students - closed PM half-day students - on time AM ARL – closed PM ARL - on time (B day noon may be late) Work Study/Enclave - closed

DECISION TO CLOSE SCHOOLS EARLY

Time Schools Will Close	Decision must be made by		AM/PM Schedule
	Preferred Time	No later than	
1 1/2 hours early "PREFERRED"	10:00 AM OPTION"	10:15 AM Due to earliest half-day - 1st AM bus leaves at 10:40	AM half-day students go home on their regularly scheduled noon-day buses PM half-day students - closed AM ARL - on time PM ARL - closed Work Study/Enclave - closed
3 hours early* *Only for dire emergencies due to noon day conflicts	10:00 AM	10:00 AM	AM half-day students go home on the same bus they came in on in the AM (there is no mid-day transportation) If students have a PM drop-off different from their AM pick-up, schools must notify bus drivers of these changes PM half-day students - closed AM ARL - on time PM ARL - closed Work Study/Enclave - closed