

# - Closing Information -

Early Intervention • Windfall Preschool • Windfall School



We fully understand the strain that closings can place on families. Finding alternative care for unplanned situations can be difficult. We want to keep our programs open whenever possible while also protecting the health and safety of our students. Here is how we will notify you about the status of early intervention and school programs when we may remain open or may need to close all or some of our programs. We strive to make decisions as early as possible.

## WE WILL USE THESE TWO STATUS LEVELS:

### 1. SCHOOL OPEN:

Windfall School is **OPEN** and operating as normal. Students always have the option of not attending if there is concern about their safety.

### 2. SCHOOL CLOSED:

Windfall School is **CLOSED** and students are not to attend.

*Please note that Windfall School and the Medina County Board of DD are treated as two separate entities with regard to closings.*

#### WINDFALL PRESCHOOL STUDENTS:

If your child attends Windfall Preschool and your home school district is...

- Open and Windfall School is closed → your student should not report to Windfall Preschool.
- Closed for a calamity day → your student should not report to Windfall Preschool.
- Operating on a 2-hour delay → your student should not report to Windfall Preschool.

#### WINDFALL SCHOOL-AGE STUDENTS:

If your child attends Windfall School and your home school district is...

- Open and Windfall School is closed → your student should not report to Windfall School.
- Closed for a calamity day → your student should not report to Windfall School.
- Operating on a 2-hour delay → your student should follow the 2-hour delay in reporting to Windfall School.

#### MEETINGS, HOME VISITS, AND APPOINTMENTS:

If you have a scheduled meeting or home visit with one of our staff, they will contact you to either confirm your meeting or to reschedule, if necessary.

## WE WILL ANNOUNCE OUR DECISION IN THESE WAYS:

**1. Phone Call Alert** - phone calls will be made using the contact information from our student database. If you do not receive a call on a day in which the agency is closed, contact the school office at 330-725-7751; option 1, to verify your contact information is correct. If you wish to be removed from our phone alert system, call the MCBDD Operations Director at 330-725-7751, ext. 270.

**2. Television and Radio Stations** - TV announcements will be separated into two different announcements for "Windfall School" and "The Medina County Board of DD". The TV may indicate that Windfall School is closed; however the agency itself will remain open unless the TV indicates that both Windfall School and the Medina County Board of DD are closed.

**3. Website** - status will be posted on the front page at [www.mcbdd.org](http://www.mcbdd.org)

**4. Email and Social Media** - changes in program status will be announced through email and posted on our Facebook page.