

## Independent Living Services, Inc. Winter Weather Closing Procedures for Profiles

As the school systems have moved to providing virtual options for students, Independent Living Services will no longer follow school closures for snow days. Here is the procedure we will be following for inclement weather at our day program.

### Notifications:

We will notify everyone of closures or delays as soon as a determination has been made but no later than 5:30 a.m. on the date of closures. All closures and delays will be posted on Independent Living Services social media page.

We will send a text blast out to all families, staff and consumers impacted by closures or delays. We are asking for a good number for everyone who attends Profiles so that we can add them to our text blast.

### Closure:

If we determine the weather and roads are too bad then we will close Profiles entirely for the day.

### Van Routes Closed:

If we determine some routes are passable for vans and others are not passable, we will cancel transportation on specific van routes. If Profiles is open and the bus route is not running, a family can choose to transport someone to and from Profiles themselves.

### Delayed Openings:

We may determine to have a delayed opening based on the forecast. We will notify individuals impacted by the delays.

### Early Closure:

We may determine we have to have an early closure based on the weather forecast. We will notify individuals and their families impacted by the schedule change.

### Staff:

Staff will be notified of closures and delayed openings. It is expected they communicate with their supervisor regarding their ability to be at work. We will maintain our required ratios for services when we are open. Staff please see employee handbook for more information on closures and how it impacts employees.

## Profiles Contact Information

Please complete the following information and return to Profiles as soon as possible.

Consumer Name: \_\_\_\_\_  
Responsible Party to Contact: \_\_\_\_\_  
Number to Text: \_\_\_\_\_  
Updated Email Address: \_\_\_\_\_

Please return this page to Profiles.