

REHEARSAL INCLEMENT WEATHER POLICY & PROCEDURE

Drafted 10/29/19; Revised 12/2/19 VM

Purpose: Implement a policy to inform and update any/all groups involved of the status and decision regarding attending a rehearsal.

Since safe travel is a high priority of ETC, the following procedure will be followed to determine and communicate the status of rehearsal attendance:

- 1) When weather creates concern regarding rehearsal, the Executive Director and General Manager will confer to determine the viability of rehearsal attendance.
- 2) If it is determined that rehearsal will be cancelled, the General Manager will communicate this decision via TeamApp. The decision will also be communicated to local television stations to be included in daily cancellations.
- 3) Decisions will be timely in order to give appropriate notice and avoid any circumstances resulting in unnecessary student travel.
- 4) As with any situation, if parents determine travel conditions are too difficult for students to attend, please notify the appropriate Director of the student's absence via **TeamApp Private Messaging**. This circumstance will NOT result in an unexcused absence.
- 5) Please do NOT call the Executive Director, General Manager or any Director for an update.