



**ROCKVILLE DAY CARE ASSOCIATION, INC.
INCLEMENT WEATHER
AND EMERGENCY CONDITIONS ACTION PLAN**

Revised October 10, 2014



The Association must follow the directives of the agencies in which our programs are located. This includes; Montgomery County Public Schools (MCPS), the Interagency Coordinating Board/Community Use of Public Facilities (ICB/CUPF), and the Montgomery County Government. If the appropriate agency stipulates that child care may not operate, must open later, or close early, we must comply with that directive.

Decisions regarding closures, delayed openings or early closings could also be made by the Executive Director and will be based on the emergency conditions/situations that exist at the time. The most important priority is the safety of our children, parents and staff. Many factors are considered before deciding to make a change in the opening schedule. Every attempt is made to provide uninterrupted service for our families.

Usually, the emergency conditions action plan is implemented consistently throughout ALL RDCA facilities. However, there may be isolated situations that would require differing operating schedules dependent on unique circumstances. Please be aware that if a power outage exists prior to the start of the business day, we will not be granted access to the affected facility. Power outages occurring during operating hours **may** require an early closure. Any decision to close our centers early will be made at the discretion of the Executive Director, by MCPS, or County Government. Parents/Guardians will be notified as soon as possible.

The following is the usual inclement weather & emergency conditions action plan:

If MCPS DOES THIS <i>(Montgomery County Public Schools)</i>	and MCPS Administrative or Central Offices DO THIS	THEN RDCA DOES THIS: <i>(Rockville Day Care)</i>
have a delayed opening	are open on time	we open ON TIME
have a delayed opening	are open BUT have a delayed opening	we open at 9:00am
are closed	are open on time	we open at 8:30am
are closed	are open BUT have a 2 hour delay or a 3 hour delay	we open at 10:30am we open at 11:30am
are closed	are closed	we are CLOSED
have an early dismissal	remain open	may remain open until regular time based on weather conditions
have an early dismissal	have an early dismissal	close at time dictated by MCPS
announce an individual school closure		close this location for the day

Inclement weather or other emergency condition information will be available as soon as we are provided the facility updates. Usually no later than **5:45am**. You may need to check for updates more than once during emergency conditions as our status may change. **Information is available through several sources:**



Call your Center's telephone # for a recorded message

Receive email from your Center Director by keeping your contact info up-to-date

Call the **RDCA Administrative Office** for a recorded message: **(301)762-7420**

Visit the Homepage of the **RDCA website @ rockvilledaycare.org**

Visit the MCPS website @ **mcps.k12.md.us/info/emergency** or call MCPS Info **(301)279-3673**

Listen to local television or radio station regarding MCPS plans for the day

Visit: <http://www.montgomerycountymd.gov/CUPF/Resources/Files/Emergency.pdf>

Receive email or text message alerts by self subscribing at schoolsout.com

Please note: *If there are major power outages in the area, you may need to try some of the alternate resources listed above.*