



# Protocol for Extra-Curricular Travel in Private Vehicles in Inclement Weather

## Appendix A

### AP-805 Bus Service Cancellation Due to Inclement Weather

AP- 805 Bus Service Cancellation Due to Inclement Weather governs all travel in severe weather conditions in the Division, including extra-curricular travel, for bus transportation.

The following protocol provides guidance for travel in private vehicles for extra-curricular activities.

#### **Protocol:**

1. According to AP-805, school personnel must refer to the Environment Canada weather office to determine current weather conditions.
2. Coaches<sup>1</sup> and officials are advised to monitor weather and highway conditions the day before the event, the morning of travel and throughout the day.
3. In addition to consulting Environment Canada and the Highway Hot Line, administrators, in consultation with their superintendent, should use their discretion to make decisions regarding travel based on local weather and/or road conditions.
4. When travel proceeds for extra-curricular events with good travel conditions and a combined temperature and wind chill below -40 degrees Celsius, the following protocol must be adhered to:
  - a. The principal is made aware of the travel plan and consulted before travel proceeds.
  - b. Parents are made aware of the severe temperatures and provide permission for their child to participate in the extra-curricular travel.
  - c. The coach has a phoning tree that includes phone numbers for team members, coaches, home contacts and school administration.
  - d. There is at least one (1) cell phone in each vehicle.
  - e. Each vehicle has a contact number for the coach.
  - f. As much as possible, vehicles travel in a convoy.
  - g. Players contact home before leaving the site of tournament or game to indicate that the team is beginning travel home.
  - h. Once the adult driver has dropped off all passengers, the driver contacts the coach.
  - i. The coach phones the principal or vice-principal to indicate that the tournament or game is over and all travel is safely completed.

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<sup>1</sup> For this protocol, “coach” refers to the Prairie Spirit staff member or approved volunteer overseeing the activity.