

Policy Regarding Unexpected Center Closings

Gretchen's House has great concern for the safety of staff and families during winter travel. In addition, we must have proper staffing at all times to maintain State licensing requirements. Gretchen's House will, therefore, either close the centers or have a delayed opening on days that the Chelsea Public Schools close for inclement weather or dangerous temperatures, or if there is a power outage, interruption in water or sewer service, or other "disaster" beyond our control.

When the Chelsea Public Schools close due to bad weather, Gretchen's House will not be open before 10:00 A.M. If the weather conditions improve sufficiently by 9:00 A.M. to allow teachers and parents to safely drive to the centers, the doors will open at 10:00 A.M. On Delayed Opening days, parents will not be called. **If, however, the centers are to remain closed for the day, preschool parents will be notified by phone by their family group leader or director.** Parents may also call our special Gretchen's House phone line at **1-734-480-8592** to get an update on any delayed opening or all day closing status. This recording will be updated as soon as possible after the Public Schools announce a closing, and will continue to be updated until our delayed opening or closing is determined. Our website will also be updated when information is available.

WHEN WE HAVE A DELAYED OPENING:

- 1) *There will be no care at our South location. All care will be at North Creek Elementary.*
- 2) Lunch will be prepared as usual, though the menu items may differ from the schedule if necessary. *As usual, children in Schoolage programs bring their lunches.*
- 3) Parents will not be called by center teachers. It is the parents' responsibility to learn about school closings by listening to the radio, checking school sites online, or calling our special phone line. Opening status is also posted on the Gretchen's House Facebook page, our website – www.gretchenshouse.com, and on the GH Twitter account.
- 4) Care for Preschool and Schoolage children will begin at **10:00**. **Schoolage children** wishing to come to Gretchen's House on an inclement weather day must call the center **after 9:00** A.M. to check for availability. **That number is 734-433-2652.**
- 5) The center will close at the regular closing time.
- 6) If the weather takes a turn for the worse, the centers may call parents to require an early pick-up.

WHEN THE CENTER IS CLOSED ALL DAY:

- 1) Preschool Parents will be notified between **9:00–9:30 A.M.** of the full day closing by their family group leader or center director. ***However, parents of children enrolled only in schoolage programs will not be called.***
- 2) Closing status will also be posted on the GH website, Twitter account, Facebook, and the weather line (734-480-8592).
- 3) Gretchen's House teachers are not allowed to care for children from the centers if we are closed due to inclement weather or dangerous temperatures. The teachers are being paid for this time and are therefore using their time to do additional planning and preparation at home. Parents who wish to share child care with other Gretchen's House parents on these days can put their names on our co-op list and coordinate this care themselves.