

## **Lyndon Unified School District #421**

### Two-Hour Delay Procedure

Should the need arise due to extreme conditions or other short-term emergencies, Lyndon School District may implement a Two-Hour Delayed Start procedure for school. A decision to engage the Two-Hour Delayed Start procedure will be made and announced by 6:00 a.m.

When a Two-Hour Delayed Start is implemented students are expected to arrive two hours later than their regular start time. Bus pick up schedule will be delayed two hours. Bus drivers will make every effort to be punctual, although road conditions may delay picking up students.

Parents dropping off students, students who walk and students that drive to school should arrive no earlier than 9:45 a.m. Teachers and support staff shall arrive at school not later than 9:40 a.m.

Before school, morning programs and meetings scheduled prior to 10:00 a.m. are cancelled. Morning preschool programs are cancelled when there is a Two-Hour Delayed Start schedule. Full day kindergarten will start two hours later than normal. Students attending Flint Hills and Technical College classes will not attend classes and will report to school no later than 11:55 a.m. and check in to the high school office prior to attending their 5<sup>th</sup> hour class.

Breakfast will be served on days with two-hour delayed start.

School dismissal time will remain on regular schedule. All afternoon and evening programs will continue as scheduled unless announced otherwise.

### Two-Hour Delayed Start Announcement Procedure

When the decision is made to delay the start of school two hours the district will use the following means to announce this decision:

1. A recorded announcement will be sent via school messenger.
2. A text message will be sent to parents.
3. Notification of the delayed start will be placed on the school district's website, Facebook, and Twitter accounts.
4. Notification will be made to local and Topeka TV and radio stations.

Please be aware that while we notify and request radio and television stations run our announcements, the decision to broadcast these announcements is a decision made entirely by station managers. To be sure you have the correct information, please check our school website [www.usd421.org](http://www.usd421.org).

### Possible reasons for implementing a Two-Hour Delayed Start

The following conditions and situations may result in the district implementing a Two-Hour Delayed Start. This list is not all inclusive of reasons for delaying school but only serves as possible circumstances for delaying the start of school.

1. Dense fog conditions that reduces visibility that creates dangerous driving conditions.
2. Snow and ice that is creating hazardous conditions.
3. Dangerous storm conditions exist that includes tornado warnings.
4. Excessive cold weather and wind that makes it unsafe for anyone to be exposed to the extreme cold conditions for even a short duration of time. The district receives up-to-date advisories from the National Weather Service office in Topeka when threatening weather conditions exist. Freezing temperature and wind that combine to create dangerous cold wind chill values is another reason the district may delay the start of school two-hours. The district uses the National Weather Service's Wind Chill Temperature index to determine if the wind chill value warrants delaying the start of school.
5. Emergencies not related to weather conditions such as power failures.