



## Wharton Institute for the Performing Arts Inclement Weather Policies and Procedures:

### POLICY:

**Wharton Institute for the Performing Arts** (WIPA) will make the determination to cancel classes and/or individual lessons at the **Performing Arts School** (PAS) and **New Jersey Youth Symphony** (NJYS) rehearsals. For the **Paterson Music Project**, the decision to cancel classes will be made by the school districts for after school programs and by the PMP Associate Director for Saturday programs.

Factors that will be considered in making the decision to close:

1. Closure of surrounding school districts (Berkeley Heights, New Providence, Chatham, Paterson, etc.).
2. Weather conditions in and around the PAS and NJYS buildings and PMP Saturday location (including the state of the parking areas).
3. Weather conditions on major roads in the towns WIPA serves – these differ between NJYS, PAS and PMP.
4. Weather predictions from reliable weather service providers.
5. State and local emergency managers.

A determination to cancel after school activities will be made by 2:00 p.m. on school days.

Determination to cancel on weekends will be made by 7:00 a.m.

At PAS, private lessons may continue when group classes are cancelled. Teachers and students may make individual determinations on their ability to get to the Performing Arts School safely. The Student Services office (908-790-0700) will work with PAS faculty to facilitate this process. Faculty members are responsible for scheduling weather-related make-up lessons and classes with their students. If the decision is made to close the PAS building after classes or lessons have begun, all faculty and students on premises will be sent home.

### PROCEDURE:

WIPA faculty, staff and students will be informed of weather closures in the following ways:

1. Email to all students, faculty, and staff.
2. Phone calls or text messages to all faculty scheduled to teach on the day of the cancellation.

Closing announcements will be placed on:

1. The WhartonArts.org website.
2. The WIPA and NJYS Facebook pages.
3. Outgoing messages on PAS (908-790-0700) and NJYS (908-771-5544) phone lines.