

Policy Statement

The Language Gallery Canada ("TLGC") will remain open during normally scheduled hours of operation unless climatic conditions pose a hazard to public safety or adversely affect TLGC's ability to continue to offer services.

It is the policy of TLGC to respond to severe weather conditions (snow and ice) by conducting a risk assessment on the weather and road conditions and determining whether to close campus operations.

Generally, TLGC campus operations and all scheduled classes proceed unless cancelled by notice of the Campus Manager. TLGC will advise students, faculty, and staff of campus closure by 8:00 AM in the morning (if possible) to limit issues related to early classes or in the case of weather deteriorating during the day, sometime during the day, or before 9:00 PM if forecasted weather is deemed to be severe for the next day.

Extra classes to make up for missed classes will be at the discretion of the Campus Manager and the Academic Manager in consultation with the faculty.

Purpose

The purpose of this policy is to set out conditions for delivering a timely and coordinated response to snow or other weather conditions, which may compromise safety at TLGC campus or in travelling to them. This policy considers weather and road condition information in determining whether road hazards and public safety conditions should result in closure.

The decision to close TLGC campus will be made with as much notice as possible.

Scope

This policy applies to all persons who enter TLGC campus, including TLGC students, employees, contractors, and visitors. TLGC reserves the right to close the campus when necessary.

Definition

These definitions apply to terms as they are used in this policy:

Hazard

A condition that could cause harm (e.g., road ice, wind, and severe snow conditions) to students, employees, contractors, and visitors.

Risk Assessment

An assessment of the potential risk to students, employees, contractors, and visitors given the findings and weather forecasts.