

## **Sample Weather/Emergency Closing Statement:**

### **Weather or Emergency Closing Information**

During any inclement weather or other emergency, it is the policy of BCTC to keep all offices open and classes in session as scheduled if possible and practical. If a decision on cancellation or delay of college operations is necessary, the college president will consult with college leadership. The Public Information and Marketing office will update information for the media and the college community.

#### **PLEASE NOTE:**

*BCTC closures will be implemented on a campus-by-campus basis depending on the conditions in each city or class location.*

If classes at a site are cancelled, that particular campus will be closed. If a delay is necessary, that campus will open at 9:30 a.m. Employees will report at the start time for classes, and services will begin at that time. If classes are cancelled for the day, night classes are also cancelled.

Closing announcements will be made on the BCTC infoline, BCTC website, or through SNAP emergency notification messages. The timely receipt of SNAP messages may depend on your cell carrier. Announcements will also be provided to the media. TV and radio stations are given correct information, but the college cannot guarantee those messages will be displayed or stated accurately.

For a full list of closing information, please visit:

[http://bluegrass.kctcs.edu/news\\_and\\_events/closings\\_and\\_delays.aspx](http://bluegrass.kctcs.edu/news_and_events/closings_and_delays.aspx)