



School Closing Policy Memo

To: Parents and Guardians of Before-School Program and After-School Program Participants

From: April Castle, School-Age Childcare Director

Date: November 2022

Re: School Closing Policy

Please review this school closing policy so you can make alternate arrangements for your children when our programs do not operate.

When a school closing occurs, CYC will communicate using any or all of the following methods: e-mail, text, phone, social media and local media outlets. To ensure receipt of information via these methods, please follow CYC on social media, include CYC on your safe senders list and provide authorizations as necessary. It is best to rely on more than one source of information when it comes to emergency announcements.

Below you will find what we hope will be displayed on all TV stations, however these are subject to change:

SCHOOL DELAYS would result in NO Before-School Program (BSP):

- Colonie Youth Center – No AM Program

SCHOOL CLOSINGS would result in NO Before-School Program (BSP) or After-School Program (ASP):

- Colonie Youth Center – No BSP/ASP

EARLY DISMISSALS (more than 15 minutes before regular dismissal) would result in

NO After-School Program (ASP):

- Colonie Youth Center – No After-School Program
 - Families with children who normally attend the After-School Program should prepare for alternate pick-up arrangements for these days. ***Parents are responsible for ensuring that their child's school office has the proper emergency pick-up information in the event that the After-School Program is cancelled.***
 - CYC will send an e-mail, post on CYC website and broadcast on social media. Please take the time to review your child's application to ensure that all information is correct.

Please check any of the following media in case of inclement weather:

Capital News 9, WRGB (6), Fox News (8), WTEN (10), WNYT (13), WFLY (92.3FM), WGY (810AM), WRVE (99.5FM), WYJB (95.5FM) and the Times Union website.