



**Academy Child Development Center, Inc.**  
Main Office (301) 424-6282  
Fax: (301) 424-9477  
www.academychild.com



**Effective 10/09**

## **INCLEMENT WEATHER / EMERGENCY CLOSING POLICY**

We realize the difficulty and inconvenience when Academy is closed. However, the decisions are made with the safety of the children and staff in mind. Due to our lease agreement, **Academy must base our emergency closings on the decisions of Montgomery County Public Schools (MCPS) or when conditions are otherwise judged to be unsafe.**

- 1) If MCPS Central Administrative Offices are closed:
  - **Academy will CLOSE.**
- 2) If MCPS is closed for the day and MCPS Central Administrative Offices are delayed:
  - **Academy will OPEN at 10:00 AM for child care only.**
  - Breakfast is not served.
  - All students should bring their own lunch.
- 3) If MCPS is closed for the day and MCPS Central Administrative Offices open on time:
  - **Academy opens at 9 A.M. for child care only.**
  - Breakfast is not served
  - There are no Academy part-day programs.
  - Please call or arrive with your child by 10 A.M. Staffing will be determined by that time.
  - All students should bring their own lunch.
- 4) If MCPS openings are delayed and MCPS Central Administrative Offices are delayed:
  - **Academy opens at 9 A. M. for child care only.**
  - *Breakfast is not served.*
  - *Only part-day Pre-K students who would normally attend until 3pm, may arrive when MCPS opens and will be dismissed at their regularly scheduled school dismissal time.*
  - *Academy AM part-day sessions are cancelled.*
  - *Make certain that someone is responsible for your child's safe arrival at Academy.*
  - *All I-PK students should bring a BAG LUNCH.*
- 5) If MCPS openings are delayed and MCPS Central Administrative Offices open on time:
  - **Academy opens at 8 A.M. for child care only.**
  - *Only part-day Pre-K students who would normally attend until 3pm, may arrive when MCPS opens and will be dismissed at their regularly scheduled school dismissal time.*
  - *Academy AM part-day programs are cancelled.*
  - *Make certain that someone is responsible for your child's safe arrival at Academy.*
  - *All I-PK students should bring a BAG LUNCH.*
- 6) If MCPS closes early:
  - Part-day students must be picked up early as follows:
    - Cold Spring & DuFief- 12:30pm**
    - Academy Hills, Galway & Stone Mill- 1pm**
  - Academy Child Care Only will close early at 5 P.M.
- 7) If other emergency closings are necessary, such as when MCPS is not in regular session, call your center after 6:30 AM or after 1 PM when conditions are questionable. Closing decisions are made in consultation with the main Academy office. Parents will be notified in person, by telephone message or email.

### **MCPS INFORMATION**

MCPS TV Channel 34, 36, or 89  
MCPS Recording (301) 279-3673  
AM Radio: WMAL 630  
Internet: www.schools-out.com  
[www.montgomeryschoolsmd.org](http://www.montgomeryschoolsmd.org)  
Academy Main Office (301) 424-6282

### **ACADEMY INFORMATION** (After 6:30 A.M.)

Academy Hills: 301-424-9475  
Charles Drew: 301-989-0245  
Cold Spring: 301-424-4318  
DuFief: 301-309-1224  
Galway: 301-586-0080  
Stone Mill: 301-762-8206