



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



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

*Updated: Jan 2012*

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 their own 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 their own 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, email or [www.schoolsout.com](http://www.schoolsout.com).**

### **MCPS INFORMATION**

MCPS TV Channel 34, 36, or 89  
MCPS Recording (301) 279-3673  
AM Radio: WMAL 630  
Internet: [www.schools-out.com](http://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
Gaithersburg:	301 -216-3434
Galway:	301-586-0080
Stone Mill:	301-762-8206
Washington Grove	301- 926-5005