



## **Weather Cancellation Policy**

The Executive Director will track weather for snow or cold conditions and text the Full-Time Program Team to share a potential cancellation call as soon as possible--ideally the afternoon/evening of the day before, but no later than 7 AM the morning of a cancellation. Final decision will be made as soon as possible, but no later than 7 AM the morning of cancellation and communicated by text and email to the entire staff by Executive Director.

### **Factors for decision-making:**

Winter storm-related:

- 1) If there is a **winter weather warning** issued by the National Weather Service, there will be an automatic cancellation of programs. Staff are encouraged to not travel unless essential horse care or other urgent onsite work is required.
- 2) If there is a **winter weather advisory** issued by the National Weather Service, the Executive Director will assess road conditions and travel hazards based on current and projected precipitation and temperature. Since many of our staff, clients, volunteers and caregivers travel from a distance, if conditions prohibit safe travel for Instructors, their programs for that day will be canceled.

Cold temperature-related:

- 1) Our temperature cut-off for programming is 15 degrees actual temperature. Depending on overnight temperatures, as well as wind and sun conditions during the day, the actual temperature may be higher when the call is made to cancel programs.
- 2) Some of our clients are much less cold tolerant and they/we may make the call to cancel due to cold even at a higher temperature for their health and safety. Clients will still receive a credit for those canceled sessions.
- 3) The temperature cut-off for our horses to be worked is 10 degrees.

### **Communicating Cancellation Calls:**

--Once a cancellation call has been made and the text to all staff has gone out, Instructors are responsible for communicating with their clients at the earliest opportunity, but no later than 7 AM the morning of the canceled program day.

--Volunteers scheduled to come in on the day of cancellation will be communicated with as soon as possible, but no later than 7 AM on canceled program day by the Volunteer Coordinator.

--The cancellation will be announced on social media outlets.