



GCA Winter Procedures

In cases of inclement weather or other emergencies, the school may be canceled, delayed, or closed early.

1. To determine whether the school is going to be closed, please consult the school website, social media or listen to the following television stations: **Television--CBS, NBC, ABC, and FOX affiliates. Parents will also receive a message from FACTS SIS through either a text alert or a recorded phone message. *Please make sure your cell phone is up to date in your FACTS Family Portal in order to receive this alert.**
2. Much consideration goes into closing school. Our foremost concern is the safety of our students; however, the school's families come from several different communities, and weather and road conditions can be different. **If, in your area, the weather is bad or the roads are hazardous, and school is still in session, do not hesitate to keep your children home.** The absence shall be considered excused with parent notification.
3. GCA does not follow public school closing. Please check the local listings. The administration will notify stations by 6:15 a.m.
4. There may be times when the **opening** of school is **delayed** for two hours. This is done when school officials think (or hope) that the weather conditions will clear up later in the morning. To be on the safe side, however, it is suggested that parents listen to their TV again on these mornings at around 9:00 a. m. or 9:30 a.m. to see if the school has changed its "delayed opening" to being "closed all day." **IF THERE IS A TWO HOUR DELAY ALL HALF DAY STUDENTS WILL NOT REPORT FOR THE DAY. THIS INCLUDES PRESCHOOL, PRE-K, AND KINDERGARTEN STUDENTS. FULL DAY STUDENTS WILL REPORT AT THE TWO HOUR DELAY TIME.**
5. Weather or other emergencies could cause the school to be closed early in the day. Again, TV, social media and our website are your best communication tools. School officials check weather reports carefully during the school day. When closing school early, GCA may need to call the people designated as "emergency contacts" on the student's emergency card to get the student a ride home. ***BE SURE YOUR FACTS FAMILY PORTAL HAS AN UPDATED EMERGENCY NUMBER TO CALL IF STUDENTS ARE DISMISSED EARLY.**
6. Do not confuse Greenwood Christian "Academy" with Greenwood Christian "School."



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In the event of a 2 hour delay, please note these additional changes:

- There will be NO BEFORE SCHOOL CARE on delay days. Doors will open at 9:30 am for South Campus and 9:45 am for North Campus.
- School will begin at 10 am for Middle School and 10:15 am for Elementary and High School.
- MS/HS 2 Hour Delay schedules can be found on our website: <https://www.gcak12.org/school-documents>
- Buses will operate on a 2 hour delay with pick up between 9:15-9:25 am.
- If the delay is on a Wednesday, there will be NO EARLY RELEASE that day.

***UPDATING INFORMATION ON FACTS SIS**

- Log in to your FACTS account: <https://factsmgt.com/parents/>
- Under the School section, there is a section titled Web Forms. Please click on this and you will see a Family Demographic Form. Please fill this out or check that it is updated correctly with your current address, phone numbers, emergency contact lists, and authorized persons that can pick up your child.