



## Mercer Island School District #400 Emergency School Operation Schedule

### Mercer Island School District emergency

**operations.** We tend to close schools if it is unsafe to operate buses or if school environmental systems are not working. When staff members are unable to travel to work from on or off island, or if weather forecasts are serious enough, we may elect to close schools or open on a delayed schedule.

### Get the most immediate updates on closure or late starts!

Go to the Flash Alert Newswire website at [www.flashalert.net](http://www.flashalert.net) to sign up for email and text alerts. This site also posts school emergency information as soon as decisions have been made. The school district website at [www.mercerislandschools.org](http://www.mercerislandschools.org) is also a good option to get emergency information.

**Morning media announcements.** Radio and TV stations will begin announcing schedule changes at 5:30 AM. Changes are typically announced alphabetically by school district. No announcement means no schedule change is planned.

**School Schedule Changes.** If conditions result in school schedule changes, the district will use one of the following plans:

- **All schools closed.** All programs, activities, and building use are canceled. No off-island transportation.
- **One-hour late start.** All schools open one hour late. AM music and language programs are canceled. MIHS Metro routes will run as normal if possible but will not run one-hour late. Off-island transportation will operate one hour late unless the out of district school announces a different schedule or closure. Food service will provide a special menu. All after school activities will remain as scheduled. Should these activities be subsequently canceled, notification will be made by school officials.
- **Two-hour late start.** All schools, including all day preschool, open two hours late. The same conditions as for a one-hour late start apply except AM Kindergarten, AM preschool, and AM Kids Company is canceled. MIHS Metro routes will run as normal if possible but will not run two-hours late.

**Hazardous conditions during school hours.** In the event schools must be closed early, students who ride buses will not be transported home. Early closures will be announced on the district web site, on flashalert.net, directly to flashalert.net subscribers, and by radio and TV stations.

- **Middle school and elementary students.** Students will remain under the supervision of school staff until parents or guardians can pick them up. Standard student checkout procedures will be followed.
- **MIHS students.** Metro transit is unlikely to be able to make short-notice system changes to accommodate emergencies. If Metro buses are running, they will run at normally scheduled times. Students may remain at the school and it will stay open until student departures are safely completed. Contact info for Metro Transit:
  - (206) 553-3000: 24 hour updates
  - [METRO website](#)

**Hazardous conditions during bus runs.** If conditions become too hazardous to continue on regular bus runs while students are on board, elementary and middle school drivers will proceed to the nearest school or school of origin if possible. If conditions prohibit safely transporting students to a school, they will remain on board with the driver until conditions improve or until a parent or parent designee is able to retrieve them. The transportation office will continually monitor the status of all buses.

### Contact Numbers:

Mercer Island Preschool:	(206) 275-0677
Island Park Elementary:	(206) 236-3410
Lakeridge Elementary:	(206) 236-3415
West Mercer Elementary:	(206) 236-3430
Northwood Elementary:	(206) 275-5800
Islander Middle School:	(206) 236-3400
Mercer Island High School:	(206) 236-3350
Transportation Office:	(206) 236-3338
MISD Emergency Info:	(206) 236-3366