



**November 2009**

**TO:** Andover Newton Faculty, Staff and Students  
**FROM:** Nancy Nienhuis, Senior Vice President for Operations

**SUBJECT:** **SCHOOL CLOSING POLICY**

It is Andover Newton's policy to remain open except in cases of severely inclement weather. Normally the school will remain officially open even if classes are canceled.

It is the responsibility of the Administration to determine if school will be closed and/or classes canceled. The decision to officially close (no business operations and no classes) or cancel classes (business operations, but no classes) will be accessible through the school's telephone number (**617/964-1100**), the website, and designated radio and television stations. Normally the messages will be posted shortly after 6:00 a.m. The policy is available to the ANTS community through e-news and bulletin boards.

The school recognizes that students and staff persons live both locally and at a distance, making travel to campus possible for some but not for others. Therefore, the following guidelines may be observed:

1. Individual classes may, by mutual consent of class members and professor, agree to meet even if classes are canceled. Such agreements will not be in force should the school be officially closed.
2. On storm days when the school remains officially open, staff persons may make an individual decision in determining whether to come to work or whether to leave early should a storm begin during business hours. We ask for understanding if services or functions are delayed or unavailable on storm days. However, the decision to have the school open on a storm day indicates that all of the basic services of the school will be available for those who are here. If the storm abates and campus conditions improve, the Library may open later in the day. Please call the Library message line at extension 251 for specific information.

No one will be penalized for failing to come to school on days when local weather conditions make driving hazardous.

**Television Channels:** WBZ 4, WCVB 5, 7News (NBC) & Channel 56 (CW)  
**Radio Stations:** WBZ-AM: 1030 (at: 05 & :35 past the hour starting at 5 am)  
WOKQ-FM: 97.5 (New Hampshire)