

**APPENDIX A**  
**Class Cancellation & Campus Closure**  
**Student Information Sheet**

**Overview**

While an emergency situation is a possibility, the most common situation that is likely to cause class cancellations or a campus closure is a weather related event.

No protocol or procedure can possibly provide clear or accurate direction for every potential situation or specific circumstance.

**Students and employees should exercise their own judgement regarding whether or not it is safe to travel to campus during inclement weather based on their personal travel circumstances and as outlined in the Principles of this protocol.**

**Timing of Closure/Cancellation Notice**

For weather related closures/cancellations the College will make every effort to have announcements made by 6:30am for day classes and by 3:00pm for evening classes.

**Student Responsibility**

During inclement weather students are expected to listen to local radio, check the College website, Social Media Sites and College Voicemail for cancellation and closure notices before leaving home to come to class.

Students should also be aware that instructors may have a personal circumstance (illness, car trouble etc) that could cause them to cancel specific individual class.

Students should check the Class Cancellation link on the My Fleming Portal as part of their decision making process when deciding to travel to campus.

College Website:

[www.flemingcollege.ca](http://www.flemingcollege.ca)

College Facebook Site:

<https://www.facebook.com/flemingcollege>

College Twitter Site:

<https://twitter.com/FlemingCollege>

Students and Employees are also encouraged to download the ***Fleming Safe App*** and turn on the notifications as another method of receiving notices.

**Tests & Assignments**

When a class is cancelled or a campus is closed all assignment and testing due dates will be postponed until the next business day.