

# **WEATHER-RELATED CONTINGENCY GUIDELINES**

## **SKILLS CONTESTS**

### **Multiple School Contests**

#### **COORDINATORS:**

1. Students must not travel to SkillsUSA activities when school is postponed or closed due to weather. We ask that coordinators contact teachers well before the contest to exchange phone numbers for communication. Teacher's phone numbers at their school are provided with contest information. Coordinators need to call teachers at these numbers to get home, cell, etc. numbers that will be needed when school is closed or postponed.
2. Although the decision to hold the contest if some schools can attend and others cannot attend is the coordinator's decision, we ask that coordinators reschedule (if possible) so that all students can attend the contest.
3. Any rescheduled contest must be rescheduled so that results can be faxed to the State Office of SkillsUSA on or before March 8. Please communicate the new date to all teachers and to the State Office of SkillsUSA (302-735-4015).
4. In the event of starting time delays and/or deteriorating weather during the contest, the coordinator(s) may stop the contest early and determine winners from the data available.

#### **TEACHERS:**

1. Although teachers normally are not involved once the judging of a contest starts, they need to remember that it is their responsibility to work before the contest with coordinators and judges to prepare for the contest each year and to improve the contest if needed for the following year. Teachers are also encouraged to offer the names and contact information of potential judges in their area to their Executive Advisor and/or to their Contest Coordinator.
2. Executive Advisors (Student Activities Coordinators/Directors) at each school should have the work phone numbers of all contest coordinators. All teachers should contact the contest coordinator(s) and:
  - A. Exchange work and home phone numbers.
  - B. Meet, if possible, to discuss the following issues:

- 1) how one and two hour delays might be handled
  - 2) how school cancellations might be handled
  - 3) how communication of delays/cancellations might be handled
  - 4) whether and when the site might be available for a make-up day
3. If the coordinator(s) decide(s) to hold a contest in spite of the fact that one or more schools cannot attend, their decision will be final. The results turned into the State Office will stand as the official results for that contest for the year in question.
  4. It is the policy of Delaware SkillsUSA that students from a participating school should not travel to a contest in weather-related conditions that have been determined severe enough for officials at a school district to close that participating school. As long as the school closing and/or postponement is in effect, students from that school should not travel to a Delaware SkillsUSA contest or conference.

# **WEATHER-RELATED CONTINGENCY GUIDELINES**

## **SPRING CONFERENCE** **MODERN MATURITY CENTER**

1. Executive Advisors should contact the State Director and Assistant State Director well before the contest and exchange work and home phone numbers.
2. In the event that one or more of the five participating schools are scheduled to a one-hour late start on the day of the contest, the contests will be arranged to accommodate the schools that have a weather-related late start. Students will use their name-badge numbers to work their way into the contest. If their number has already been passed, they will be taken later at the coordinator's direction.
3. If one or more schools are delayed two hours or closed, the State Director (or the Assistant State Director in the Director's absence) will decide whether or not to proceed or cancel the conference. This decision will depend on the amount of advance notice, the number of schools affected, and the availability of the facility for rescheduling.
4. If this conference is cancelled, it will be rescheduled.
5. In the event of starting time delays and/or deteriorating weather during the contest, the State Director (or Assistant Director) may stop the conference early and determine winners from the students who were able to compete before the conference was stopped.
6. If the State Director (or Assistant Director) decides to hold the conference in spite of the fact that one or more schools cannot attend, the decision will be final. The results turned into the State Office will stand as the official results for that contest for the year in question.
7. It is the policy of Delaware SkillsUSA that students from a participating school should not travel to a contest in weather-related conditions that have been determined severe enough for officials at a school district to close that participating school. As long as the school closing and/or postponement is in effect, students from that school should not travel to a Delaware SkillsUSA contest or conference.