

**ARCHDIOCESE OF LOUISVILLE CATHOLIC SCHOOLS  
 DELAYED OPENING/EARLY DISMISSAL POLICIES  
 September 2019**

**INCLEMENT WEATHER:** The decision to close schools due to weather conditions is announced by radio and TV for Catholic schools in Jefferson County. Catholic schools outside Jefferson County follow the local public school announcements or their own announced procedure. One of the following announcements will be made:

1. All Catholic elementary and high schools in Jefferson County are **OPEN.**
2. Catholic elementary and high schools in Jefferson County will be **OPEN BUT ON A DELAYED SCHEDULE.**
3. All Catholic elementary and high schools in Jefferson County are **CLOSED.**

**DELAYED SCHEDULE:** Each administrator, after consultation with the local school board or equivalent decision-making group, will determine a **DELAYED SCHEDULE** for the individual school. Written notice about how the school will react to all inclement weather announcements is given to all persons affected by the decision. Please see the chart below for the delayed schedule start time for each Catholic elementary and secondary school.

**EARLY DISMISSAL-ELEMENTARY SCHOOLS:** No public announcement is made about system-wide early dismissal in Jefferson County Catholic elementary schools except in the case of extreme emergency. This default policy, as indicated by the column below, “No Early Release; Parents May Pick Up” is indicated by a check in this column. If the school has other plans in place, the administrator, after consultation with the local school board or equivalent decision-making group, should communicate this early dismissal policy to all persons affected by the decision and indicate it in the “Comments” section below.

Please see information about the delayed opening and early dismissal policy of each Catholic elementary school in the chart below. Elementary schools are listed by county. Secondary school information is on page seven.

**JEFFERSON COUNTY ELEMENTARY SCHOOLS**

SCHOOL	DELAYED OPENING START TIME	NO EARLY RELEASE; PARENTS MAY PICK UP	COMMENTS
Ascension	9:55 a.m. (Doors open 9:10 a.m.)	✓	Ascension sends emergency weather information through emails and posts on Rediker.
Holy Angels	Delay time will be announced. (Doors open 30 minutes before start of delayed school day.)		All closings, early dismissals, and delays are announced independently under the name Holy Angels Academy. Communication is made via TV and radio. Early closings also include notifications to parents by group email. Delayed opening times are announced on the day of the delay, and doors open one-half hour prior to the delayed start of classes. With early dismissals, there is no after school care.
Holy Spirit	9:40 a.m. (Doors open 9:15 a.m.)	✓	Announcements are made through texts, automated voice mail and a posting on Sycamore.

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*Jefferson County (Continued)*

SCHOOL	DELAYED OPENING START TIME	NO EARLY RELEASE; PARENTS MAY PICK UP	COMMENTS
Holy Trinity (St. Matthews and Clifton)	9:55 a.m. (Doors open at 9:20 a.m.)		School notifies parents using their communication preferences set up in myHTPS.
Immaculata Classical Academy	9:30 a.m. (Doors open at 9:00 a.m.)		All closings, early dismissals, and delays are announced independently under the name Immaculata Classical Academy. Information is sent via WDRB Snow Fox text alerts, and families receive an email.
John Paul II	9:55 a.m. (Doors open at 9:15 a.m.)	✓	If Archdiocese decides to release schools early, parents/guardians are contacted via Reach Alert.
Nativity Academy	9:45a.m. (Doors open at 9:00 a.m.)	✓	On early release days, Nativity remains in school until 3:15 p.m. There is no Extended Day Program when early release is called. Nativity uses email and phone calls to notify parents of early release situations.
Notre Dame Academy	10:00 a.m. (Doors open 9:15 a.m.)	✓	If a delayed start occurs on an already scheduled 12:30 p.m. dismissal day, the 12:30 dismissal is canceled, and classes are dismissed at the normal time of 2:40. If a delay is called on an 11:00 a.m. dismissal day, NDA will not have school.
Our Lady of Lourdes	10:00 a.m. (Doors open at 9:30 a.m.)	✓	An announcement are sent through emails, posted on Sycamore, and text messages are sent. Pre-school follows the school schedule for delayed opening; Aftercare makes decisions on early dismissal and contacts parents.
Pitt Academy	10:00 a.m. (Doors open at 9:30 a.m.)	✓	In the event of extremely inclement weather developing during the course of a school day, school may be dismissed early. If this becomes necessary, Pitt staff members will call parents/guardians to pick up their children. There is no after-school care if school is dismissed early.
Sacred Heart Model School	9:15 a.m. (Doors open at 8:30 a.m.)		When high schools dismiss early, Sacred Heart Model dismisses at the same time.
Saint Agnes	10:00 a.m.	✓	When warranted due to inclement weather or any other emergency, the school contacts parents through the emergency alert system. On days when there is a delayed opening, doors open at 9:15 AM. Buses will also be on a two-hour delay.
Saint Albert the Great	9:50 a.m.	✓	The school sends announcements through email and text messages as well as notifications through Sycamore. Preschool and after school care follow the school schedule.
Saint Andrew Academy	9:50 a.m.	✓	St. Andrew Academy keeps parents informed through the school's website and Sycamore site.
Saint Athanasius	9:50 a.m. (Doors open at 9:10 a.m.)	✓	If there is a delayed start, please listen to the radio/TV announcements. Classes begin at 9:50 a.m., with the doors opening at 9:10 a.m. Please see the handbook for detailed information. In case of an extreme emergency, parents are contacted via the TeacherEase community notification system. If school is dismissed early, SAFE will close at 4:00 p.m.

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*Jefferson County (continued)*

SCHOOL	DELAYED OPENING START TIME	NO EARLY RELEASE; PARENTS MAY PICK UP	COMMENTS
Saint Bernard	10:00 a.m. (Doors open 9:00 a.m.)	✓	On delayed opening days, school doors open at 9:00 a.m. and classes begin at 10:00 a.m. There is no supervision before 9:00 a.m.
Saint Edward	9:30 a.m.	✓	On delayed schedule days, the doors open at 9:00 a.m., and there is no supervision before 9:00 a.m.
Saint Francis of Assisi	10:00 a.m. (Doors open 9:30 a.m.)	✓	If a delayed start occurs on an already scheduled noon dismissal day, the noon dismissal is cancelled and classes are dismissed at the normal time of 3:00 p.m. The noon dismissal day is not rescheduled. This is true for all noon dismissal days except the one in January set for conferences; we must still dismiss at noon in order for conferences to take place as scheduled.
Saint Gabriel	10:00 a.m. (Doors open at 9:25 a.m.)	✓	All announcements are made through the school's notification system. If a delayed start occurs on an already scheduled early dismissal day, the early dismissal is cancelled, and classes are dismissed at the normal time.
Saint James	9:45 a.m.	✓	All announcements are made through the school's notification system. Details are posted on the school website.
St Leonard	9:30 a.m. (Doors open 9:00 a.m.)	✓	The principal, in consultation with the Superintendent of Schools, determines whether an early dismissal is warranted. If such a determination is made, due to inclement weather or some other emergency, parents will be contacted through the Reach Alert System and a posting on our website, as well as on Sycamore Education. Students will not be released early unless parents have been contacted.
Saint Margaret Mary	10:00 a.m.		The principal determines whether an early dismissal is warranted after consulting with the pastor and Superintendent of Schools. Parents will be informed by email and/or text via Sycamore
Saint Martha	9:50 a.m. (Doors open at 9:20 a.m.)	✓	The principal follows the decisions of the Superintendent of Schools. All announcements are made through the school's notification system. On delayed opening days, the doors open at 9:00 a.m., and there is no supervision before that time.
Saint Mary Academy	9:55 a.m. (Doors open at 9:20 a.m.)	✓	The principal determines whether an early dismissal is warranted after consulting with the pastor and Superintendent of Schools. Parents will be informed by email and/or text via Sycamore.
Saint Michael	9:50 a.m. (Doors open at 9:15 a.m.)	✓	Announcements are made through the REACH Alert text system and email.
Saint Nicholas Academy	10:00 a.m. (Doors open at 9:00 a.m.)		The principal, in consultation with the Superintendent of Schools, determines whether an early dismissal is warranted. If such a determination is made, due to inclement weather or some other emergency, parents are contacted through the Reach Alert System, a group email, and a posting on our website. Students are not released early unless parents have been contacted.

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*Jefferson County (continued)*

SCHOOL	DELAYED OPENING START TIME	NO EARLY RELEASE; PARENTS MAY PICK UP	COMMENTS
Saint Patrick	9:45 a.m. (Doors open at 9:00 a.m.)		The principal determines whether an early dismissal is warranted after consulting with the pastor and Superintendent of Schools. When it is warranted, due to inclement weather or to any other emergency, parents are contacted via our emergency alert system.
Saint Paul	9:50 a.m. (Doors open at 9:00 a.m.)	✓	When weather becomes a hazard once school has begun, we do not dismiss early. Parents may call the school and arrange to pick their child up if they feel it is necessary. If a delayed start occurs on an early dismissal day, school dismisses at the normal time.
Saint Raphael	9:30 a.m. (Doors open at 9:00 a.m.)	✓	Should school be dismissed early, parents are notified through the Reach Alert System and Sycamore. Students are not released early unless a parent has been contacted.
Saint Rita	Classes start at 9:50 a.m. (Doors open at 9:00 a.m.)		Early dismissal is communicated through Rediker.
Saint Stephen Martyr	9:00 a.m. (Doors open at 8:15 a.m.)	✓	The principal determines whether an early dismissal is warranted after consulting with the pastor and Superintendent of Schools. When it is warranted, due to inclement weather or to any other emergency, parents are contacted via our REMIND system. Monitoring of children is provided until all have left the building safely.

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**HARDIN COUNTY**

SCHOOL	DELAYED OPENING START TIME	NO EARLY RELEASE; PARENTS MAY PICK UP	COMMENTS
Saint James (Elizabethtown)	Time Announced by School		Parents are notified of delayed openings, early dismissals or school cancellation through the "One Call" system.

**MARION COUNTY**

SCHOOL	DELAYED OPENING START TIME	NO EARLY RELEASE; PARENTS MAY PICK UP	COMMENTS
Saint Augustine (Lebanon)	Same as Marion County	Same as Marion County	

**NELSON COUNTY**

SCHOOL	DELAYED OPENING START TIME	NO EARLY RELEASE; PARENTS MAY PICK UP	COMMENTS
Saint Ann (Howardstown)	Same as Nelson County	Same as Nelson County	
Saint Catherine (New Haven)	Same as Nelson County	Same as Nelson County	
Saint Gregory (Cox's Creek)	Same as Nelson County	Same as Nelson County	
Saint Joseph (Bardstown)	10:15 a.m. (Doors open at 9:30 a.m.)	Same as Nelson County	This is only if Nelson County goes on a delayed schedule due to weather. Communication with parents is through Remind.

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**OLDHAM COUNTY**

<b>SCHOOL</b>	<b>DELAYED OPENING START TIME</b>	<b>NO EARLY RELEASE; PARENTS MAY PICK UP</b>	<b>COMMENTS</b>
Saint Aloysius (Pewee Valley)	10:00 a.m.	✓	Announcements regarding early dismissal are sent via the school website, Reach Alert, and/or automated phone system.

**SHELBY COUNTY**

<b>SCHOOL</b>	<b>DELAYED OPENING START TIME</b>	<b>NO EARLY RELEASE; PARENTS MAY PICK UP</b>	<b>COMMENTS</b>
Corpus Christi Classical Academy (Simpsonville)	Time of opening will be announced when delayed opening is communicated		All closings, early dismissals, and delays are announced by the school via Reach Alert.

**WASHINGTON COUNTY**

<b>SCHOOL</b>	<b>DELAYED OPENING START TIME</b>	<b>NO EARLY RELEASE; PARENTS MAY PICK UP</b>	<b>COMMENTS</b>
Saint Dominic (Springfield)	8:55 a.m.	Same as Washington County	Follow closings/delays according to Washington Co. public school system; announcements on local radio, and Louisville TV stations. Parents also are notified of delayed openings, early dismissals or school cancellation through the "One Call" system.

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**FOR SECONDARY SCHOOLS IN JEFFERSON COUNTY:** If inclement weather develops during the course of a school day, the superintendent’s office will make a decision regarding an early dismissal for Catholic high schools in Jefferson County. If an early dismissal is necessary, the superintendent's office will contact the high schools and the radio and television stations with the announcement, “Catholic high schools in Jefferson County will dismiss at 1:30 p.m.” If inclement weather conditions necessitate a change in the 1:30 p.m. early dismissal time, the superintendent’s office will make that decision and communicate the dismissal time to the high schools and the radio and television stations.

**JEFFERSON COUNTY**

<b>SCHOOL</b>	<b>DELAYED OPENING START</b>
Assumption High School	Classes begin 9:05 a.m. (Doors open at 8:15 a.m.)
DeSales High School	9:30 a.m.
Holy Cross High School	9:30 a.m. (Doors open 8:45 a.m.)
Mercy Academy	9:30 a.m.
Presentation Academy	9:30 a.m. (Doors open 9:00 a.m.)
Sacred Heart Academy	9:40 a.m. (Doors open 9:00 a.m.)
Trinity High School	9:30 a.m.
Saint Xavier High School	8:50 a.m.

**NELSON COUNTY**

<b>SCHOOL</b>	<b>DELAYED OPENING START TIME</b>	<b>EARLY DISMISSAL TIME</b>
Bethlehem High School	Same as Nelson County	Same as Nelson County