

EMERGENCY COLLEGE CLOSING/CLASS CANCELATION PROCEDURES

Emergencies either man-made or natural can occur at any time and for any reason. Hinds Community College strives to keep our students, faculty, staff, and visitors' safe at all times.

NOTE: Only the President or his/her designee shall have the authority to cancel classes/work or adjust the times at which they end or resume.

A particular campus, all campuses, or other locations where classes are taught in the Hinds Community College District will close when the safety and well-being of the student body is in jeopardy. There may be times when one campus is closed and others will be open.

Faculty, staff, and students should not call administrators or public safety. The college community will be notified via the EagleOne Alert Network (www.eagleone.hindscc.edu) if there is a closure announcement. In the absence of any announcement, the college community should assume the college is operating on its normal schedule. All students, faculty and staff would be expected to report to classes and work. Students not reporting to class will be counted absent and employees not reporting to work will have to take a personal day of leave.

In the event of an emergency closing, classes and activities will be cancelled according to the following announcement times:

By 6:00 a.m. to announce a closing for the day or a delayed opening

By 11:00 a.m. for afternoon classes and activities

By 4:00 p.m. for evening classes and activities

Delayed Opening

In the event that a **DELAYED OPENING** occurs in the middle of a class period, students and faculty are advised that if your class has one hour or longer of instruction / lab / studio time remaining – your class **WILL** meet. For example, your class meets from 11:00 a.m. to 1:45 p.m. There is a 12:00 noon Delayed Opening. Your class **WILL** meet for the remainder of the class period from 12:00 to 1:45 p.m.

However, if your class has less than one hour of instruction / lab / studio time remaining – your class will **NOT** meet. For example, your class meets from 9:30 to 10:45 a.m. There is a 10:00 a.m. Delayed Opening. Your class will **NOT** meet.

Early Dismissal

In the event that an **EARLY DISMISSAL** occurs in the middle of a class period, students and faculty are advised that if your class has one hour or longer of instruction / lab / studio time before the Early Dismissal – your class **WILL** meet. For example, your class meets from 2:00 to 3:15 p.m. There is a 3:00 p.m. Early Dismissal. Your class **WILL** meet from 2:00 to 3:00 p.m.

However, if your class has less than one hour of instruction / lab / studio time before the Early Dismissal – your class will **NOT** meet. For example, your class meets from 12:30 to 1:45 p.m. There is a 1:00 p.m. Early Dismissal. Your class will **NOT** meet.