Inclement Weather Policy

Tornado Notification and In-Place Sheltering and Evacuation

The following are provided as standard emergency operating procedures. The objectives of these procedures are:

- To provide procedures to notify occupants of the Recreation Center, or adjacent area(s), of a tornado warning.
- To provide guidelines for in-place sheltering or evacuation.
- To provide designated areas of shelter for Recreation Center, or adjacent area(s), occupants.
- To provide notification to the Recreation Center of a fire or other emergency situation.

It is understood that every program may have its own unique situation. Please use these procedures as guidelines and use common sense when dealing with severe weather/warnings.

Concept of Operations

1. When a tornado warning is issued for the Evendale area, notification to the occupants of the Recreation Center, or adjacent area(s), is required.

2. When it is determined that a tornado presents a hazard to the Recreation Center, or adjacent area(s), the Director of Recreation or designee shall determine the need for in-place sheltering.

Areas of Shelter

The Department has assigned areas to report to when in-place sheltering is ordered. The areas have a greater resistance to the effects of a tornado.

1. Location drawings of the shelter areas to be used shall be posted in the Recreation Center. To guide the Department in protecting its employees and citizens, certain areas have been designated as "safe areas." When choosing an area of protection, the time factor of getting to the safe area should be considered.

2. Interior hallways will be used. Avoid windows, auditoriums, gymnasiums, or other structures with wide, free span overheads.

Weather Advisories

Below are weather advisories and an explanation of each. Follow procedures if one of the WARNING advisories is in effect.

TORNADO WATCH: Weather conditions are such that tornadoes and severe thunderstorms are possible.

TORNADO WARNING: A tornado has been detected in the immediate area. Take shelter immediately.

SEVERE THUNDERSTORM WATCH: Weather conditions are such that heavy rain, damaging wind and hail may develop.

SEVERE THUNDERSTORM WARNING: Heavy rain, damaging winds and hail are approaching or are occurring in the immediate area. Seek shelter.

The Hamilton County Tornado Warning Siren System

As an Outdoor Warning System, a five (5) minute steady siren tone means a tornado warning is in effect; i.e. a tornado has been sighted in the area. In addition, the siren will sound if both thunderstorm warning and tornado watch are in effect.

Winter CANCELLATIONS BECAUSE OF BAD WEATHER

LEVEL 3

Issued when all roadways are closed to non-emergency personnel. Those traveling on the roadways may subject themselves to prosecution. Princeton Schools are closed.
1. Program Plan
All facilities are closed, immediately, which include the Recreation Center, Shelter House, and Civic Center (this facility off limits per Fire Department.) Classes and drop-in programs cancelled all day. Re-evaluate for next day service after 4:30 pm.

2. Personnel Plan
Regular full-time and part-time employees will not come to work.

3. Media Plan
Local television stations will be contacted concerning closures: WLWT-Channel 5, WCPO-Channel 9, and WKRC-Channel 12. Radio stations get this type of information from the television stations. The inclement weather hotline number, 956-2667, will be updated.

LEVEL 2
Issued when roadways are hazardous with blowing and drifting snow. Only those who think the necessity to drive should be out on the roadways. Princeton Schools are closed.

1. Program Plan
Classes are cancelled until Noon. Facilities will remain open, if at all possible, for drop-in activities and rentals. Re-evaluate for afternoon/evening classes by Noon.

2. Personnel Plan
All scheduled staff required to report to work. Staff whose activities are still open will also report to work on their regular schedule.

3. Media Plan
Cancellations are reported to local television stations, and the inclement weather hotline number will be updated.

WEEKENDS
A decision to conduct weekend classes and programs will be made by 8:00 am on Saturday and 11:00 am on Sunday. The decision to conduct any afternoon/evening classes or programs will be made by 4:30 pm. Facilities will remain open, if at all possible, for drop-in activities and facility rentals.

Cancellations are reported to local television stations, and the inclement weather hotline number will be updated.