



Orlando College of Osteopathic Medicine

Policy Order Number: D0018
Effective Date: May 16, 2022
Revised Date: May 16, 2022
DEAN APPROVED: May 16, 2022

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Dean & Chief Academic Officer

Inclement Weather Policy

1. POLICY STATEMENT

Inclement weather occasionally affects Orlando College of Osteopathic Medicine (OCOM) students, classes, and campus events. This ranges from severe thunderstorms, tornadoes, and hurricanes, where OCOM may need to close for several hours to several days due to severe weather situations or where, those on campus, may need to shelter temporarily until severe weather passes.

2. PURPOSE

The purpose of this policy is to inform students, employees, and visitors about weather-related situations.

3. APPLICABILITY

All OCOM students, employees, and visitors.

4. DEFINITIONS

N/A

5. PROCEDURES

5.1 Mass Notification System (Alertus)

The Alertus system is the fastest source of notification for weather alerts. OCOM offers text message and email alerts concerning weather closings or severe weather. All students and employees are automatically signed up for these alerts with their university email. Students and employees have the option of adding their cellphone number as well. Please note that this e-alert system is used only to announce major campus closings or emergency-related campus situations.

Students on rotations will be alerted by their local facility in accordance with their standard communication practices, as well as by OCOM.

1.2. **OCOM Website**

This source will provide the most amount of detail for weather closings that last for several hours or more. A notice about any weather-related class cancellations will be placed on the university's home page. We encourage students and employees to check the homepage periodically for additional updates regarding events throughout the day.

1.3. **Social Media**

OCOM announces information about campus closings and other emergency-related campus situations through its social media pages. Here is a list of these resources for announcements and updates:

- Facebook
- Twitter
- Instagram

1.4. **Local Television & Radio Stations**

Participating local TV and radio stations make announcements about all university weather closings and other school closings in the area. We recommend consulting TV stations before radio as some radio stations do not broadcast closing information. We also recommend consulting more than one TV or radio station to confirm closings in case there is a delay in reporting or in the event that a station reports incorrect information. TV and radio stations may not share event cancellation information, so it's best to check the website for updates about OCOM events.

5.5 Weather-Related Closings



The Dean/Chief Academic Officer typically makes the decision to cancel daytime classes no later than 7 a.m. that morning.

Once a decision is made to cancel classes, all campus events are usually canceled as well. Any employees who wish to continue an event should contact their supervisor so a decision can be made about whether the event will continue. TV and radio stations may not broadcast specific event information, so to find out whether an event will continue check the OCOM website.

Typically, all university offices are closed once classes are canceled. Employees usually are not required to report to work during their regular business hours when classes are canceled. Employees who are already at work when classes are canceled typically receive an email notifying them that they may go home. However, it is advised that faculty and staff check the website to confirm whether they are required to report to work or not.

6. RELATED DOCUMENTS

N/A

7. CONTACTS

- Dean/Chief Academic Officer

****In accordance with the Clery Act and the U.S. Department of Education regulations applicable to colleges and universities participating in federal financial aid programs, OCOM shall annually publish a security report containing OCOM's policies related to safety and security and required crime statistics and distribute the report to all current students, employees, and the public through a public link on OCOM's website. This report of comprehensive security information will be posted at ocom.org/security.**

This policy shall be posted at ocom.org/policies.