



## Novi Parks, Recreation & Cultural Services Inclement Weather Policy

The safety and welfare of all employees and participants is paramount. The policy is designed to give guidance to employees, coaches, officials and participants in activities, as well as other user groups and renters. The following are general guidelines. Employee judgment may be exercised in certain situations and some determinations / cancellations may be made at the facility or on the field /court.

### Time Frame for Cancellations

Time frame for such cancellations will be as follows:

**Day of:** Determined by 7:30am

**Evening of:** Determined by 4pm

**Weekends:** Determined by 7:30am/day

**Special Events:** Determined 3 hours prior to start

Cancellation notices will be available on the hotline, social media, email or by phone. The hotline and social media will be updated hourly if applicable by staff.

### Indoor Facility Closures and Cancellations

Activities held at City or non-City sites may be cancelled for inclement weather or building conditions when Novi Parks, Recreation & Cultural Services (PRCS) staff deems necessary or based on the policy of the facility.

During the school year, when Novi Community Schools are closed due to inclement weather all PRCS activities held at the schools are cancelled. The status of evening activities held at City or non-City sites will be determined by 4pm and updated on the hotline.

### Outdoor Facility Closures and Cancellations

In the case of inclement weather, facility conditions or heat index restrictions, the department may close, restrict the use of outdoor facilities or cancel an activity. The discretion of PRCS staff will be utilized to make such decisions.

**As a matter of safety and precaution, all activities must stop if thunder is heard or lightning is seen. All players, coaches, officials, and spectators are to return to their cars. NO EXCEPTIONS. Wait 30 minutes from the last sound of thunder or sight of lightning.** If the weather clears, 30 minutes after last sound of thunder or sight of lightning, activity can resume. Before continuing, determine if there is enough time left to complete the activity. If conditions persist the activity will be cancelled.

### Transportation Services

We make every effort to serve our transportation customers, however, there are circumstances beyond our control such as weather, traffic, mechanical problems, etc. that may affect service. In the event that modifications or cancellations to schedules or routes are required, the schedulers will notify customers.

### Communication of Closures and Cancellations

**Novi Weather Hotline - 248.347.0473**

**City of Novi website - [cityofnovi.org](http://cityofnovi.org)**

**Facebook** – Novi Parks, Recreation & Cultural Services or City of Novi Boomers and Beyond