

BARRY GLASSMAN
HARFORD COUNTY EXECUTIVE

BILLY BONIFACE
DIRECTOR OF ADMINISTRATION



JAMES E. MALONE, JR.
DIRECTOR OF PARKS & RECREATION

Effective Date: 11/17/15

HARFORD COUNTY, MARYLAND

Parks and Recreation – Internal Policy 15-04 (Recreation Division)

SUBJECT: Parks and Recreation Inclement Weather Policy

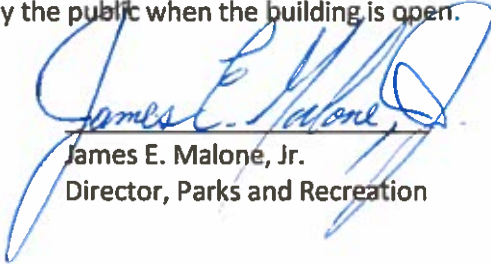
POLICY: Parks and Recreation, through this policy, will establish procedures to follow during inclement weather.

SCOPE: Recreation Specialists I through V, Administrative Assistants and Building Caretakers

PROCEDURE:

1. If County Government opens on time and schools are closed: Parks and Recreation facilities will be closed to the public. Staff must report to work at their normal time or they must take leave.
2. If County Government opens on time and schools are delayed in opening: Parks and Recreation facilities will open at 10:00 a.m. to the public. Staff must report to work at their normal time or they must take leave.
3. If schools are in session and weather becomes problematic in the afternoon or early evening hours, cancellations will be made at the discretion of the Director.
4. Weekend cancellations will be made by the Director.
5. If County Government is delayed or closed, all Parks and Recreation facilities will open at the time County Government opens or will be closed for the day. Note: if schools are closed or delayed, Parks and Recreation facilities will open to the public based on school operation outlined in numbers 1 and 2 above.
6. The Recreation Specialists will be responsible to make sure their facility is manned and can be safely accessed by the public when the building is open.

CONCURRENCE:


James E. Malone, Jr.
Director, Parks and Recreation

Date

11/17/15