OTA Camp Notes: Weather Event

OTA's Emergency Procedures deal with a number of weather events already. Be sure to review and customize accordingly. In addition, make sure you have clear policies for your different camps about what happens should there be a weather issue. Make sure these policies are posted and documented for your families (customers). Make sure you have an understanding with whatever host organization or partnering contact about how to proceed should weather impact camp. Make sure you have communicated with your staff how they should participate in these occurrences.

- Monitoring Weather:
    - Who is monitoring weather conditions?
    - What sources are being used to monitor weather conditions?

- What to Monitor:
    - Heat
    - Ozone Alerts
    - Air Quality
    - Rain
    - Thunder and Lightning
    - Severe Storms – Hurricane, Tornadoes
    - Natural Disasters – Earthquake, Flooding

- Cancellation or Postpone Responsibly – who makes the call?

- Cancellation Timeline – when does a call get made?
    - If something comes up BEFORE camp day starts?
    - If something comes up DURING camp day?

- Staff Awareness – how do these decisions get communicated to your staff?
    - What are their responsibilities in dealing with a weather event (Safety, Shelter, Dismissal)

- Cancellation or Postpone Announcement – who and how does the information get to your customer?

- Make Ups, Refunds, Credits – what are the policies as it relates to an outcome including a cancellation?

- Can there be "gray areas" as it relates to Weather Conditions?
    - Be sure to discuss variables with the host site, or contact, and staff.
    - For example, we have certainly run Flag Football Camps with some lite rain, but never with Thunder and Lighting. This is the type of "gray area" or "variable" you want to be prepared for.

    - Weather may dictate that a program isn't cancelled or postponed but rather the curriculum or agenda needs to be changed or altered to address the challenging weather.
    - This could be factored into decisions about programming spaces and times OR programming activities and itineraries.