



## **BSMC INCLEMENT WEATHER POLICY**

### **Purpose**

The purpose of this policy is to provide clear, consistent guidance for canceling, postponing, or modifying church events when weather conditions may make travel unsafe or create situations in which participants cannot be safely accessed by guardians or emergency services. This policy prioritizes the well-being of all involved while allowing appropriate flexibility based on the type, location, and scope of an event.

### **Guiding Principles**

The safety of participants, staff, volunteers, and the broader community is the primary consideration in all inclement weather decisions. **The church is committed to timely, thoughtful decision-making that reflects both individual and collective safety, recognizing that unified action protects the whole community.**

Weather-related decisions may be prompted by conditions such as ice, snow, severe storms, flooding, extreme temperatures, travel advisories, emergency declarations, or any situation that could limit safe access by guardians or emergency services.

Because many events involve staff, facilities, and third-party support, decisions must also consider operational impact and liability. When uncertainty exists, the church will err on the side of caution and personal safety.

### **I. AUTHORITY**

Final authority for all weather-related decisions rests with the Senior Pastor or their designee, in consultation with the Executive Staff. Input from the relevant ministry director, maintenance staff, and other subject-matter experts will be included as appropriate. This centralized authority ensures decisions are made with full awareness of safety, staffing, facilities, communication, and church-wide impact.

### **II. DECISION-MAKING PROCESS**

When a potential weather concern is identified, event and staff leadership assess conditions together based on safety, travel, and event scope. Staff leadership elevates concerns and recommendations through the supervisory line to the Executive Team, ensuring a unified assessment before a final decision is made by the Senior Pastor or designee. Event leaders are expected to have an established contingency or cancellation plan.

### III. COMMUNICATION

Weather-related communication will follow a clear, staged approach:

- **Weather Alert:** Issued internally across our communication channels when a potential weather concern is identified to align staff and event leadership and confirm contingency plans (3-4 days out).
- **Final Decision:** Issued once a determination has been made to proceed, modify, postpone, or cancel an event (24-48 hours).

*Once a final decision is made, communication will flow in a coordinated manner:*

- Staff are notified first with clear guidance regarding facility status, event cancellations, and work expectations.
- Event leadership and participants are notified next with event-specific details.
- The congregation is notified through centralized church-wide channels as appropriate.

*All weather-related communications reflect the official decision of church leadership. Individual ministries, staff members, or lay leaders may not issue independent or conflicting messages.*

EVENT TYPE	INITIAL DECISION	FINAL DECISION
Sunday Worship & Activities	3–4 days prior	~24 hours prior
Routine On-Site Events	48 hours prior	~24 hours prior
Off-Site / Large / One-Time Events	3–4 days prior	~48 hours prior
Weddings/Funerals	3–4 days prior	~24 hours prior
CDC	Follows Greenville County Schools	Follows Greenville County Schools

#### Notes:

- Decisions may be revised up to the event start time if conditions worsen.
- Staff are notified first, followed by event leadership/participants, and then the congregation as appropriate. All church communication channels will be utilized in conjunction with local news channels for closures.
- **If the facility is closed, all on-site activities are canceled without exception.**