

Coastal Law Severe Weather Policy

I. COMMUNICATIONS:

The Dean's Office will notify television and radio stations and other media that Florida Coastal School of Law is closed and classes are canceled. The Dean will announce the Law School closing to the community through email, the FSCL website (www.fcsl.edu), on the school's hotline at 680-POST (680-7678), and on the main phone number, 680-7700.

In order to assure maximum coordination during a severe weather emergency, all instructions will be given by the Dean or the Dean's designee.

II. CAMPUS PROCEDURES

Upon notification of a severe weather status, all Law School personnel should attempt to accomplish the following on an individual basis:

1. Clear desktops completely of paper and other articles.
2. Protect books, valuable papers, and equipment by covering with plastic sheeting and masking tape.
3. Back up all computer data. All important data should be saved to the individual's home directory on FCSL's storage server. Computer Services personnel back-up that information every night and store a copy both in an off-site location and on-site in a fireproof safe. All information not on the FCSL server should be backed up by the individual employee and stored in an off-site location.
4. All laptop computers should be undocked and stored off-site. All desktop computers, monitors, and printers, should be moved away from windows, unplugged, and covered securely with plastic.
5. Close doors.
6. Turn off lights and disconnect all electrical equipment including computer equipment, refrigerators, shredders, computers, printers, etc. Be sure to unplug all wires from the wall to the equipment.
7. All essential files and other sensitive materials should be raised off the floor (in case of flooding).
8. Before leaving the Law School, the Facilities Manager and Security personnel will ensure that all electrical equipment is unplugged and that all windows and doors are securely fastened.

III. RESUMPTION OF SERVICES

The decision to reopen the Law School will be made by the Dean. The Dean's Office will relay information to local radio and TV stations regarding the reopening of the Law School. In addition, the Dean will announce the Law School reopening to the community through email, the FSCL website (www.fcsl.edu), on the school's main line, 680-7700, and on the school's hotline at 680-POST (680-7678).

Following the lifting of Severe Weather Emergency status the Facilities Manager and Vice President of Finance and Administration will determine which buildings or facilities can be used for classes and other purposes and will make appropriate recommendations to the Dean. This is contingent on information provided by the Duval County Disaster Personnel.

IV. SEVERE WEATHER EMERGENCY ATTENDANCE POLICY

During severe weather emergency periods, such as when a hurricane warning has been declared for Duval County, the Dean of the Law School may close the school and cancel classes. Make-up classes for those missed will be scheduled by the professor. If the Dean determines that the weather conditions in Duval County do not necessitate the cancellation of classes, but students in surrounding areas or states have been significantly affected by the severe weather and are not, therefore, able to attend classes, those absences will be handled on a case-by-case basis. If such absences cause the student to exceed the total number of absences allowed in any course (as determined by the Academic Rule entitled AClass Attendance and Employment Limitation@ or by the course policies for the appropriate course), the academic dean may, in his/her discretion, decide to count the absences as excused absences which shall not be counted against the maximum number of absences allowed in the course.

VI. SEVERE WEATHER TERMINOLOGY

HURRICANE: An intense tropical weather system with a well-defined circulation and a sustained wind speed of 75 MPH or higher.

HURRICANE SEASON: The six-month period from June 1st through November 30th is considered to be the hurricane season. Typically, September is the most active month for hurricanes in Florida.

HURRICANE WATCH: Hurricane conditions are possible in the specified area of the Watch, usually within 36 hours. During a Hurricane Watch, prepare to take immediate action to protect your family and your property in case a Hurricane Warning is issued.

HURRICANE WARNING: Hurricane conditions are expected in the specified area of the Warning within 24 hours. During a Hurricane Warning, complete all storm preparations, and evacuate if you are in an official evacuation zone.

SAFFIR-SIMPSON SCALE OF HURRICANE INTENSITY:

- **Category 1:** 74-95 MPH
- **Category 2:** 96-110 MPH
- **Category 3:** 111-130 MPH
- **Category 4:** 131-155 MPH
- **Category 5:** Above 155 MPH

STORM SURGE: A dome of sea water up to 20 feet high that arrives with a hurricane and can affect as much as 100 miles of coastline. Evacuation zones are identified by the likelihood of flooding caused by this rising water. Flooding is the cause of most hurricane-related deaths.

SEVERE THUNDERSTORM: A weather condition with damaging winds of at least 58 miles per hour, or hail three-fourths of an inch in diameter or greater. If a severe thunderstorm warning is issued, you should seek a safe refuge immediately.

TORNADO WATCH: A tornado is possible in the watch area at some point before the watch expires.

TORNADO WARNING: Tornado conditions are EXPECTED in the warning area before the time specified by the warning statement. If there is no time, seek shelter where you are under a bench, theater seats or other heavy furniture. Cover your head as much as you can from falling debris.

TROPICAL STORM: An organized system of strong thunderstorms with a defined circulation and top winds of 39-74 MPH. Tropical Storms can quickly develop into hurricanes. Storms are named when they reach Tropical Storm strength.

TROPICAL STORM WATCH: Tropical Storm conditions are possible in the specified area of the Watch, usually within 36 hours.

TROPICAL STORM WARNING: Tropical Storm conditions are expected in the specified area of the Warning, within 24 hours.