

Spring Township Library Association Inclement Weather Policy

For the purpose of this policy, inclement weather is defined as any weather condition, including but not limited to snow, ice, sleet, or hurricane which could cause hazardous conditions for employees in transit to or from work.

The West Lawn/Wyomissing Hills Library may not open, may open late, or may close early on any day the Branch Manager determines that would require employees travel in hazardous conditions. The Branch Manager will notify the Library Director, who will in turn notify the President of the Board of Trustees, of any closing related to inclement weather.

The Spring Township Library may not open, may open late, or may close early on any day the Library Director determines that would require employees travel in hazardous conditions. The Library Director will notify the President of the Board of Trustees of any closings related to inclement weather.

Full-time salaried employees scheduled to work on a day the Spring Township Library closes due to inclement weather will receive their normal hours credited to them for the day. Part-time employees of Spring Township Library and/or West Lawn/Wyomissing Hills Library will not be paid for days the libraries are closed due to inclement weather.