



Inclement Weather Policy for Valley Services Inc.

Congregate Meal Site Delivery

Valley Services will cancel meal deliveries when the Detroit School District is closed due to inclement weather. Therefore, the Senior Nutrition Program Congregate Lunch will also be canceled.

On the morning of a cancelation, Valley Services will contact the designated site representative for each site, between 4 a.m. and 5a.m. notifying them of the closure.

Please note the following scenarios and corresponding procedures:

1. If the Detroit School District and Washtenaw County experiences inclement weather conditions making it necessary to cancel meals, it is the responsibility of each site manager to notify participants of site closings via a **recorded voicemail message** and **website notifications**. It is strongly encouraged to notify each participant by phone whenever possible.
2. If Valley Services cancels meal delivery due to severe weather, but the weather in Washtenaw County is safe and conducive for business, senior site managers have the discretion to remain open, but cannot be reimbursed for food purchased or served at lunch time. Please remember that meals supplied by sources other than the caterer (Valley Services) are not considered a part of the Senior Nutrition Program.
3. If Washtenaw County experiences severe weather conditions making it necessary to cancel meals, but the Detroit school system remains open, it is the responsibility of each site manager to email Valley Services and cancel their meal order as soon as the site closing is confirmed. It is also the site manager's responsibility to notify participants of site closings via a **recorded voicemail message** and **website notifications**. It is strongly encouraged to notify each participant by phone whenever possible.

***Participants should be encouraged to enjoy a shelf stable meal (emergency meal) at home, when sites experience closings.