

Weather/Power Cancellation Policy

Adopted by the Standing Committee: February 11, 2009

First Church Unitarian, Littleton, MA

In the event of severe weather, power outage or other emergency, services and activities at First Church Unitarian (FCU) will be cancelled according to this policy. In general, be prepared for cancellations if Winter Storm Warnings are posted in the Middlesex County region.

To find out if an event at FCU is cancelled, there are four ways that we use to notify members and friends:

1. Our church phone outgoing message: (978) 486-3044
2. Our website: www.fculittle.org
3. By television: WCVB – Channel 5, WHDH - Channel 7 and WLVI - Channel 56 in Boston, Fox 25 – Channel 25 in Boston.
4. If you are member of the FCU listserve, you will get an email message. If you are not a member, please visit the following link to subscribe: <http://seven.pairlist.net/mailman/listinfo/fcu>

Cancellation Policy

1. On the weekends or holidays when public school is not in session, the Minister and the chair persons of the Standing Committee and the Deacons will consult each other and make a decision whether to cancel church services or other church-wide activities. They will inform the Church Office Administrator (COA) who shall effect the four notifications, as listed above, at least two hours prior to start time of the service or other church activities. The COA shall notify the Sexton of the decision made with respect to cancellation. At the discretion of the COA, there may be other users of the building that require direct notification as well.
2. The church office may or may not be open during weather- or power-related cancellations. Please call the church office at (978) 486-3044 in order to find out.
3. On days that Littleton Public Schools are (normally) in session, the church will generally adhere to their policy. The notification mechanisms used by the church shall reflect the status of the FCU building and events. The school/church policies are as follows:
 - a. If Littleton Schools are closed for the day, all daytime events and activities at the church will automatically be cancelled.
 - b. If classes at Littleton Schools are dismissed early due to weather/power, church events and activities will also be cancelled.
 - c. If evening classes or programs at Littleton schools are cancelled, all evening events and activities will be cancelled at the church.
 - d. If Littleton Schools have a 2-hour morning fog/ice delay, the morning events and activities at the church are cancelled.
4. When the situation warrants, a staff member may override this policy, but he/she will bear sole responsibility for communicating this exception to all involved. There will be no child care available during emergency closures.
5. The Firehouse Coffeehouse concerts are exempt from the terms of this policy. Concert cancellations are generally at the discretion of the artist. Notification of a cancelled concert will be made by the FCU concert organizer, through the Church Office Administrator, using the notification means above. The recorded message on the coffeehouse telephone line shall be updated appropriately.