

○Handling of classes in case of announcement of weather warnings, suspension of public transportation or accidents/incidents

February 13, 2012  
Executive (Education) approval

The handling of classes(including term examination) in case of announcement of weather warnings, suspension of public transportation or accidents/incidents shall be as followed.

Ch.1 The handling of cancellation of classes in case of simultaneous cancellation of classes (including classes on Saturdays)

1.The simultaneous cancellation of classes without judgements of the executive (Education/Higashi-Senda Campus)(hereinafter referred to as “executive”)

When emergency warnings are issued from Hiroshima local meteorological observatory toward Hiroshima City or Higashi Hiroshima City, all classes in campuses in those areas shall be cancelled. When only emergency warnings against surge or high tide are issued in Higashi Hiroshima, simultaneous cancellation shall not be conducted.

2. Simultaneous cancellation of classes with judgements of the executive

When following cases happen, all classes at the campus on the day shall be cancelled if the executive judges that it is difficult to hold classes at each campus. When all classes at Kaumi campus (Higashi Senda campus) are cancelled because of the following (1) to (3) conditions, all classes at Higashi Senda campus (Kasumi campus) shall be cancelled also.

The guidance of the range of class periods and decision time of simultaneous cancellation of classes are as showed in Ch.3.

(1) when any warnings of heavy rainfall, floods, heavy snowfall, storm or blizzard is issued toward Hiroshima City or Higashi Hiroshima City by Hiroshima local meteorological observatory.

(2) when any warnings of heavy rainfall, floods, heavy snowfall, storm or blizzard is previously expected to be issued toward Hiroshima City or Higashi Hiroshima City because of the Typhoon approaching

(3) when public transportation including JR Sanyo-line cancel the services because of accidents, heavy rainfall and other natural disasters or strikes

(4) when it becomes difficult for students or staff to commute to the university

(5) when because of other incidents or accidents entering the university is forbidden.

3. The guidance of the range of class periods and decision time of simultaneous cancellation of classes

Range of class periods	Decision time
Classes starting from 8:45 to 12:10	By around 06:45
Classes starting from 12:50 to 17:05	By around 10:50
Classes starting from 17:30 to 19:40	By around 16:00

4. Special cases to open classes at the time of simultaneous cancellation of classes

Special cases to open classes at the time of simultaneous cancellation of classes are as followed

(1) When the classes are not conducted in the campuses applied the simultaneous cancellation of classes, such as internship, field works and volunteer activities, and when the heads of the department decide that the security of students of the classes are surely secured, those classes can be conducted.

(2) When the classes are using interactive systems and only a distribution destination campus is applied the simultaneous cancellation of classes, the classes at a distribution source campus can be conducted if the heads of the department decide that there is no gap among students by distributing materials of the day to students of the distribution destination campus or ordering them to submit reports

(3) Online classes that fall under one of the following conditions, can be held at the discretion of the dean (or the equivalent) of each department. In this case, teachers in charge shall communicate any necessary information on such classes to the attending students so that they can avoid any disadvantage.

- Interactive online classes in which all students have confirmed they are able to attend such classes at home.

- On demand classes.

#### Ch.2 Handling except for Ch.1

Based on Ch.1 handling the head of the departments shall decide whether classes should be cancelled or not, and promptly report the decision to executives.

#### Ch.3 Others

In spite of Ch.2, when the executive decides it is difficult to hold classes, cancellation of classes shall be applied.

#### Ch.4 Application

This handling shall be applied from June 23rd, 2020.