School Closure and Severe Weather Guidelines

The guidelines explain the steps that school takes in the event the school needs to be closed for unforeseen circumstances. Wherever possible, school will aim to remain open but there are a number of factors to consider when making this decision.

Site inspection

At 7am, the site will be inspected to decide whether it is safe to open. There are three possible outcomes:

- The site **is** safe to open.
- The site **is not** safe to open.
- The site **is not yet** safe to open.

Decision to close at the beginning of the day

Once a decision is made about the site, the head (in consultation with the local authority and Trust CEO) will consider two factors:

- Can the school operate safely and does opening constitute a significant risk to pupils and/or staff?
- Are there sufficient members of staff to make opening the school possible?

At times, the best decision may be to delay the opening of school for conditions to improve and to allow more time for the site to be improved and staff to make it to school.

If sufficient staff are able to attend to operate safely, the school will open but this may mean that children are supervised by people other than their normal class teacher.

Decision to close during the school day

There could be times when, during the school day, events occur beyond our control make it necessary to fully close or part close the school. This would be as a result of the school site no longer being safe and actions would take place in accordance with the business continuity plan. In the event of extreme weather, the school will aim to do all possible to avoid closure of the school during the school day. However, it may

become apparent that there is a risk of conditions worsening and remaining fully open creates a greater risk to children than allowing them to be collected.

Decision to stop wraparound services

There could be times where the decision is made that it is not safe to operate breakfast and after school club. This could be because the site is not yet safe to open or because the site will become increasingly unsafe the longer the site is open for.

Communication with parents

As soon as the decision to close has been made, this will be communicated with parents through Class DOJO. It will also be added to the home page of the school website. Teachers will then communicate on their year group Class Dojo about any activities that can be completed that day.