



## EXCEPTIONAL CLOSURES POLICY

### (In the event of extreme weather)

An exceptional closure is unplanned, and is due to unforeseen circumstances such as adverse weather conditions, power failure, or situations which affect the safety of pupils and staff.

In times of extreme weather, such as a heavy snowfall, the Principal will consider and carry out a risk assessment based on the following issues:

- Transport – Can buses, meal deliveries etc reach the school, particularly if the unforeseen circumstances affect a large proportion of pupils?
- Can pupils and staff access the school building safely?
- Can pupils and staff be evacuated in an emergency?
- In an emergency, could the Emergency Services access the school?
- Is the area designated for disembarkation from transport safe for pupils?
- If a limited number of staff and pupils can attend, is the Pupil Teacher Ratio acceptable?

The Principal will endeavour to make a decision at the earliest possible time. Decisions the night before can only be taken when all the indications are that adverse conditions will continue overnight.

Every effort will be made by the School Building Supervisor to ensure that the grounds and building are safe for use.

Should continuing severe weather conditions throughout the school day impact further on the risk assessment then a decision to close early will be communicated to parents and staff at the earliest possible time.

We would appreciate every reasonable effort by staff to get to work. It is essential that staff and parents/carers keep in communication with the school as to their current position.

In the event of school closure the following procedures will be followed:

1. A note placed on the School website front page.
2. A text to a parent's mobile or if you wish to nominate an alternative number, please contact the school office with details.
3. If we decide to close early a text or telephone call from the school.
4. If in doubt please phone the school.

It is always very important that parents make informed decisions on the safety of their children travelling on dangerous roads regardless of whether the school is open or closed.

**Parents should not post details of school closures on social media sites.**

**This is not controlled by the school and, as happened previously, inaccurate information can quickly circulate in the community.**