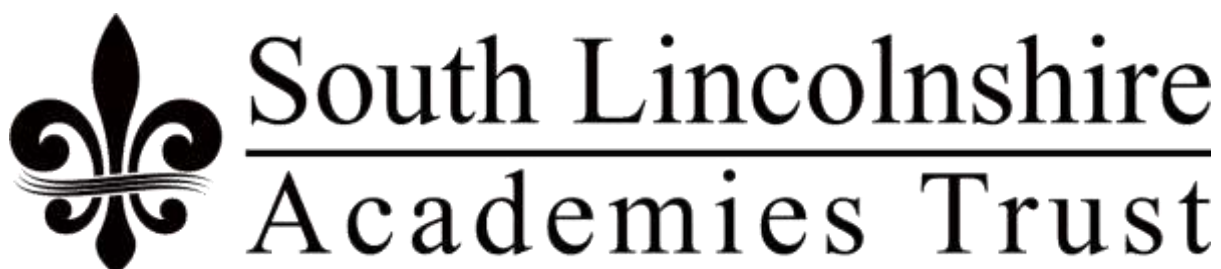


SOUTH LINCOLNSHIRE ACADEMIES TRUST (SLAT)

EMERGENCY CLOSURE Procedure

Aspire - Challenge – Achieve

Author	SLT Line Link	Date Approved
H Lewis		February 2021
Policy Type	Date of Next Review	Approved By
Trust Wide	February 2023	Executive Headteacher



Emergency Closure Procedure (Parents & Students)

We will adopt the following procedure when making and communicating a decision to close the school.

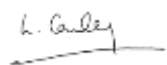
1. The default position is that the school will be open. In the absence of advice to the contrary, it must be assumed that the school is open.
2. The school will not, normally, publish 'we are open' notices. We will normally contact parents and publish advice only when a decision has been made to close the school. From time to time, however, weather conditions or forecasts may indicate a very strong likelihood that closure will be considered at some point in the immediate future. The School may, if it is felt to be helpful, issue a warning notice to that effect. Such a communication could, for example, be of value in reminding parents of our procedure for closure.
3. The Executive Headteacher, consulting relevant individuals as appropriate, will determine any closure decision. Where it is possible to make the decision at the very start of the day, it will be made by 0730.
4. Any closure decision will be posted on the School's website as soon as possible after it is made.
5. SIMS in Touch will be used to communicate such decisions to staff via a text message.
6. We will communicate our decision to various bodies including LCC, the bus companies and the local radio stations. Parents may wish to listen for the announcements on local radio in addition to checking the website.
7. Once the decision to close has been made, it will hold for the rest of the day. It is simply not practicable to declare that the school is, after all, to open – whatever the weather – once a closure announcement has been made.
8. The School will attempt to communicate its decision to other local schools.

The above will apply whenever it is necessary to close the school due to bad weather or some other emergency e.g. loss of water.

Occasionally, weather conditions might deteriorate rapidly early on in the day but after the point at which students might have departed for school. This will inevitably cause the greatest disruption to families. In such an unfortunate circumstance we will, once a definitive decision has been made, make every attempt to inform parents. As always, the website will be the definitive source of information.

Parents are urged to consult the website when in doubt as this will contain the definitive information- i.e. if the school is closed, this will be clearly stated - other than that, school will be open and no notice will be posted.

Approved



Date _____

Mrs L Conley - Executive Headteacher