

BAD WEATHER PROTOCOL – INFORMATION FOR PARENTS

If the weather deteriorates **overnight**, we will make a decision whether or not to open by 7:15am, and this will appear on the homepage of the school website.

If the weather deteriorates **during the school day** the following system will be adopted:-

Members of the Senior Leadership Team will liaise with the bus companies, follow weather reports, and check local roads continually.

If the situation becomes such that we feel children will experience serious difficulty getting home if we stay open, a decision will be taken by the Headteacher to close.

The Senior Leadership Team will then disperse and notify classes.

The closure will be announced on the website, and by text. **Parents should not try to collect their children unless this announcement is made** – we do not have the capacity to fetch students out of classes in large numbers.

Year 12 and 13 students will not be permitted to leave until the official closure is announced.

Once the announcement to close the school is made:-

The buses will be summoned.

Students will stay with their subject teacher until dismissed. The subject teacher will record whether they have a safe place to go, or not. Those that cannot get home, or to a friend's/relative's house, will go to the canteen to wait to be collected.

Students waiting for buses will wait in the canteen

Where students have a mobile phone, and have a signal, they will be allowed to use their phone to call home.

Provision will be made for students without a mobile, or unable to get a signal, to call home from a landline.

Parents collecting children once the announcement to close has been made should go to the canteen. **Please ensure that the staff on duty in the canteen know that you have taken your child.**

IMPORTANT REQUEST OF PARENTS

Please check the school website/your text messages for news of closure – don't phone the school office.

Please wait for notification of closure before attempting to collect your child, and then go to the canteen.