



Emergency Closure Procedures

We will endeavour to remain open at all times.

During periods of bad weather/emergency situations we will keep you informed as to the position the school is in and provide you with as much information as possible.

Communication to parents

We may use the following means of keeping you informed:

- Website – using the scrolling banner on the home page
- Website by posting information in the Useful Information Section
- Cladd Dojo with a full school message sent, with updates as possible
- Via the text to parents facility we have – This will be sent to the named contact and others on any other appropriate list.
- By adding information to the answerphone.
- Through direct contact as parents contact the school
- Through local media outlets such as Radio Leeds, Pulse Radio etc

Communication from Parents

We expect that you will contact school if you have decided to keep your child/children at home during bad weather.

Other Emergency Situations

We will endeavour to remain open at all times; however, should we be faced with information from the police/Local Authority we may need to act on their advice to close the school. If there is another emergency such as water or gas leaks, where staying open poses a risk to health, the Head Teacher and/or Governing Body may choose to close the school.

In all cases the safety of your children will be first and foremost.

- All children would need to be collected by a named and responsible adult.
- No child will be allowed to walk home alone even if this is a 'normal' end of school routine
- We will contact parents via the text service with information as well as by Class Dojo.
- Children will be released to adults from the main school hall for KS2, the Y1 Classroom for KS1 and the F2 classroom for Foundation children. If we are situated outside, the children will be released from the main school playground or the school field, whichever is the safest.
- Children who are not picked up will remain with school staff until we can release to a responsible adult. This may, depending on the emergency situation, extend beyond the end of the school day.