

## **Beech Grove Primary School School Closure Procedure/ Snow and Bad Weather Policy**

We will always make every effort to ensure that school remains open every day during term time because children's education is our highest priority.

However, in exceptional circumstances, for example adverse weather conditions or the breakdown of essential utilities, closing school might be the only option available to us for reasons of health and safety.

If school has to be closed for any reason, the procedure is this;

- We notify the Local Authority via a designated email address
  - They inform local radio stations and social media
- We notify by text or email all parents registered with Parent Mail
- We fix notices to the school entrance doors and post information on the school website

Parents who bring their children to school will be informed by staff on the premises of the situation, and asked to take them home.

Children who arrive at school unaccompanied will be kept in the building by staff until parents can be contacted to take them home.

Sheila Hauxwell  
John Dixon  
Head Teachers  
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