



NORTH LEAMINGTON SCHOOL

**Severe Weather and
School Closure Policy**

For Parents

January 2017

CORE PURPOSE

We are committed to keeping our students safe and giving them every opportunity to learn in a secure environment. This responsibility also extends to adults working at NLS as part of our overall aim to maintain excellence.

Rationale

It is our policy to keep NLS open and provide the best possible learning experience unless we are forced to close because there is a risk to the health and safety of students and staff.

ADVICE TO PARENTS/STUDENTS

In the event of **severe weather overnight** the decision to close the school will be made by the Headteacher, in consultation with site management staff, as soon as possible after 6.00am.

- A Groupcall will be sent by the HR Manager to all parents, to the numbers recorded on the school system
- Information will immediately be posted onto the school's website by the Senior ICT Technician: www.northleamingtonschool.warwickshire.sch.uk and the Warwickshire website: www.warwickshire.gov.uk/schoolclosures
- Information will also be relayed immediately to local radio stations:
 - Free Radio Coventry & Warwickshire 97 FM
102.9 FM
 - BBC CWR 94.8 FM
103.7 FM
104 FM
- There is no need to contact the school to check whether or not we are open. Unless announced on the radio and published on websites, we are open.

If the weather **deteriorates during the day** the decision to close the school will be made by the Headteacher in consultation with the Senior Leadership Team, the Chair of Governors (if available) and taking the bus companies' views and availability into account. The school will only close early in extreme cases and the decision will be passed onto staff and students as soon as arrangements are in hand. Please be patient and do not contact the school as we are unable to handle a large volume of calls directly.

What happens if the school closes during the day?

1. Headteacher consults with Senior Leadership team and the Chair of Governors (if available)
2. Headteacher will liaise with the bus companies and take their views and availability into account
3. Staff will be informed once arrangements are in place
4. Students will then be informed
5. A Groupcall will be sent to all parents whose mobile number is registered on the school system

6. Students will be allowed to use mobile phones to contact home once permission has been given by a senior member of staff (or the school phone may be used in exceptional circumstances as we will not be able to cope with large demands all at the same time)
7. A notice will be posted on the front page of the school website
8. The Warwickshire website will be informed
9. Staff will remain with students until the last student has been collected

If we are informed that a bus service is running early, we will inform the relevant students and arrange for them to leave school at an appropriate time. We will put a notice on our school website and send a Groupcall to all registered parents. It is the responsibility of the parent/carer to check whether buses are running/leaving early.

Worleys Coaches

02476 421421

enquiries@worleycoaches.co.uk

Bus No. 556

Ridleys Coaches Ltd

01926 430130

enquiries@ridleyscoaches.co.uk

Bus No. 551

Bus No. 552

Examinations

We will always do our best to ensure that school is open for students to sit examinations. However, there may be exceptional cases when this will not be possible. If our website states that school is closed to all students and your child is meant to be sitting an exam, don't panic! If it is a mock exam, they will be rescheduled. If the school is open for examinations but the weather is bad, please send your child to school only if you think it is safe to do so.

Approval and Review

This Policy is reviewed in discussion with staff and governors.

Effective from: January 2017

Review date: January 2018

Review leader: Joy Mitchell, Headteacher