



St Anne's RC Primary

'We Grow Together in God's Love'



Unavoidable Closure Policy 2025

Mission Statement

We grow together as a Catholic Faith Community, as we follow and promote Gospel values in all we do. We grow together in wisdom, as we encourage each child to achieve their full potential, academically, spiritually and socially and in a spirit of confidence. We grow together in respect, friendship and responsibility, as we reach out to those in our wider community. We Grow Together in God's Love.

Purpose

This policy outlines the procedures to be followed in the event of an unavoidable school closure, ensuring the safety and well-being of all children and staff.

Scope

This policy applies to all staff, children, and parents/carers of St Anne's RC Primary School.

Reasons for Closure

The school may close due to:

- Severe weather conditions (e.g., snow, flooding).
- Health and safety emergencies (e.g., gas leaks, fire).
- Infectious diseases
- Security Alerts
- Significant building issues (e.g., structural damage).
- Other unforeseen circumstances that jeopardise the safety of children and staff.

Planning for, and responding to, severe weather

As our school staff and governors will appreciate, school closures disrupt children's education and make life very difficult for working parents who may not be able to make childcare arrangements at short notice. This in turn disrupts the services and businesses in which those parents work. Thus, the decision to close is not taken lightly. School has planned for severe weather on the assumption that we will generally stay open. Of course exceptionally severe weather may disrupt even the best of plans. Our school takes a proportionate approach to assessing risks. Closing school has a clear impact on children and families. Remaining open may increase risks arising from less supervision, longer journeys to and from school, minor slips and bumps, etc.

Our plans include:

- maintaining stocks of salt or grit
- identifying which walkways or areas need to be kept clear to allow people to get around the premises safely



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- Estimating how many staff members need to get in for the school to operate safely, if not to deliver the full normal curriculum.

There are practical steps school takes to manage these increased risks, for example:

- bringing some classes together in the hall to ensure adequate supervision
- ending the school day early so that children do not get home too late (while making arrangements for children who cannot get collected by parents until later).

If our school cannot get enough staff in to manage safely the expected numbers of pupils, the DfE says, "Closure may again be advisable." But if it is possible, we will vary the school's activities for the day will enable us to operate safely with fewer staff.

Procedure for Closure

1. Decision to Close:

- The Headteacher will assess the situation and make the final decision regarding closure.
- The decision will be communicated to staff, parents/carers, and relevant authorities as soon as possible.

2. Communication:

- Notifications will be sent via the school's communication channels, including Twitter, text messages, and the school website.
- Local media may also be informed to reach a wider audience.

3. Emergency Evacuation Plan:

- In cases where immediate evacuation is required (e.g., fire or gas leak), the Emergency Evacuation Plan will be activated.
- Staff will ensure all children are evacuated safely to the designated assembly point.
- Staff will conduct a headcount to ensure all children are accounted for.
- Emergency services will be contacted if necessary.

4. Post-Closure Procedures:

- The Headteacher will monitor the situation and provide updates regarding the reopening of the school.
- Parents/carers will be informed of any arrangements for remote learning or additional support during the closure.



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5. Review and Evaluation:

- After the closure, the school will review the incident to evaluate the effectiveness of the response and make any necessary adjustments to the policy.

Responsibilities

- **Headteacher:** Responsible for making closure decisions and communicating with stakeholders.
- **Staff:** Responsible for ensuring children's safety and following the Emergency Evacuation Plan.
- **Parents/Carers:** Responsible for ensuring their children are aware of the procedures and for maintaining updated contact information with the school.
- **Local Authority/CAT/Diocese:** It is important that in addition to notifying staff, parents and pupils as quickly as possible, about a school closure, the above is informed at the earliest opportunity.