Chaselea
Engage. Perform. Achieve.

Inclement Weather and Emergency Closure Policy

Local Arrangements

- To notify staff of school closure the Headteacher will send a message to the Senior Leadership Team, and then the staff who have 'signed-up' to the WhatsApp group.
- The Headteacher will notify the LA through the School Closure section of the SLN
- The Headteacher will contact Signal radio so that the school becomes part of the closure notification.
- Staff who have not signed-up to the WhatsApp group are responsible for finding out whether the school is closed. It is their responsibility to either log on to the SLN, or to hear the information on the radio station.
- When Chaselea's new website is online, the closure will be reported on it.
- Where possible, the Headteacher will make any decisions by 08:00.
- The Headteacher reserves the right to open the school at a later time, 10:50; where it is deemed that the weather is inclement, but the risk to staff and pupils will be removed by opening at the later time.
- The Headteacher will inform MHAT of the school closure.

Parents

- Where parents have kept Chaselea informed of their up-to-date mobile phone numbers, the Headteacher will send a text message (through Arbor) to inform them that the school is closed.
- Parents can listen to Signal Radio for their list of school closures.
- Parents can visit Staffordshire's website where details of school closures are listed: https://www.staffordshire.gov.uk/Education/Schoolsandcolleges/emergencyclosures.aspx

Emergency Closure During the School Day

- The Headteacher reserves the right to take the decision to close the school during the normal school day due to inclement weather, or other emergency situations.
- Parents will be informed and pupils will not be permitted to leave the building until parental permission is given, or parents arrive to collect their child.
- The Headteacher (and/or delegated staff) will remain on site until all pupils and other staff have left.
- The Headteacher will inform the LA and MHAT that the school has closed.

Dyslexia friendly

Manor Hall Academy Trust