



PEAK SCHOOL

**Emergency School Closure
(full or partial) Policy
November 2023**

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Introduction

Every emergency is different. In all cases, Peak School will consider educational and wellbeing impacts before taking any actions. The School will do its best to minimise the amount and length of any disruption to education. Safeguarding and promoting the welfare of pupils' remains of paramount importance.

This policy explains how Peak School will respond when dynamic risk assessment of an ongoing situation/event has deemed it necessary to close or partially close the school.

Peak school sees the decision to partially close or close the school as serious and before this decision is made all alternative options will have been exhausted. The Head teacher (or Deputy in the head teacher's absence) are the only people able to make the decision to partially close or close the school.

This policy should be read in conjunction with the [EMAT Health and Safety Policy](#) and The [DFE emergency planning guidance](#).

This emergency closure policy covers a range of potential incidents that could happen during and outside of normal working hours, including weekends and holidays. These incidents include but are not limited:

- public health incidents (for example, a significant infectious disease incident)
- severe weather (for example, extreme heat, flooding, storms or snow)
- fire risk and any hazards
- significant damage to building (for example, fire or structural incident requiring temporary structural supports to the building or closure)
- criminal activity (for example, a bomb threat)
- Significant or sustained power outages (including telecommunications)
- High levels of staff absence
- Lack of hot water
- Lack of heating
- Discovery of a major hazard

For detailed information refer to Peak School's Critical incident plan

Emergency alerts

The government's emergency alerts system should send alerts to all compatible 4G and 5G devices in England if there is a danger to life nearby. You will be able to [check an alert is genuine](#).

Find out [how emergency alerts work](#) and the reasons why people may get an alert.

Peak School will follow advice set out in these alerts.

If we temporarily close the school, teachers will [provide remote education](#) as appropriate for the duration of the closure.

If flooding or severe weather has significantly impacted Peak School and support is required, email incident.support@education.gov.uk. The incident support team will support school to reopen as quickly and safely as possible

School closure procedure and responsibilities.

1. School

The Head teacher (or Deputy In their absence) will undertake a dynamic risk assessment linked to the current ongoing situation/emergency, this will take account of all available information at the time and any known developments later in the day (e.g. weather forecasts, road closures).

When the decision to partially close or close has been made, the School Business Manager will update the School Website, social media accounts and Seesaw, with the information – this is the quickest way to reach a large number of stakeholders in the first instance.

In the meantime, the school admin team will contact parents/carers and taxis to ensure they are aware we are closing the school and the reason behind the decision. The admin team will ensure that there will be someone at home to receive the pupil when they arrive.

School will hold pupils until they have confirmation that there will be someone at home to receive them as this forms part of our safeguarding duty.

2. Parents/carers and Taxi companies (Adverse Weather conditions)

During adverse weather conditions or where extreme weather has been forecast, given the geographical catchment area of the school and the distances some pupils have to travel, as a school we expect parents/carers and taxi companies transporting pupils to and from school to be aware of the road conditions locally.

If parents/carers have made the assessment that road conditions are deteriorating in their local area and make the decision to collect their child from school, but the school has not made the decision to close, they must inform the taxi company of their decision.

If a taxi company have made the assessment that road conditions are deteriorating in their local area, but the school has not made the decision to close, and make the decision to collect pupils, it is their responsibility to ensure they have contacted parents/carers and ensured there is someone at home to receive the child.

School will hold all pupils until they have confirmation that there will be someone at home to receive them as this forms part of our safeguarding duty.

For additional information, see Adverse Weather Policy.

Appendix 1 – School Closure Procedure Flowchart

