



Walter Infant School

SCHOOL CLOSURE POLICY

DOCUMENT HISTORY

Version	Action	By	Date
1	Approval	Environment Committee	
1	Approval	Full Governing Body	July 2010
2	Re-draft	Fiona Cross	October 2013
3	Re-draft	Judy Wheeler	January 2016
4	Approved	FGB	21 February 2018
5	Approved	FGB	7 th May 2020

Next review date (biannual): Summer 2022

SCHOOL CLOSURE POLICY

I CONTEXT OF THE POLICY

On occasion, events may evolve which raise the concern for the health, safety and wellbeing of our pupils, staff and visitors to School. Such events may be related to extreme weather (eg snow or excessive heat), a serious problem with the school premises, (eg no heating or water), contagion (eg a 'flu epidemic) etc. In such events, the closure of the School may need to be considered.

II RELATED DOCUMENTS

School – Rainbow Plan
School – Health and Safety Policy
School – Unexpected School Closure Protocol
School – Emergency Evacuation Procedure
School – Hot Weather Protocol
School – Communicable Diseases Protocol
School – Broadmoor Hospital Escape Procedure
School – Lockdown Procedure
School – Visitors Policy

1 Underlying principle

The health and safety of pupils, staff and visitors is of paramount importance. It follows that if, following conducting a risk assessment, the Head Teacher reasonably considers that it is in the interests of health and safety to close the School, he/she will do so.

2 Risk Assessment

2.1 As part of the risk assessment, the Head Teacher will consult, where possible, with relevant parties. For further details see the School's Unexpected School Closure Protocol.

2.2 For the avoidance of any doubt:

2.2.1 Where events determine that an insufficient number of staff are able to attend the School to provide the correct level of care and safety for the pupils, the Head Teacher will close the school until such time that sufficient numbers of staff are in attendance.

2.2.2 The Head Teacher will take any direction issued by Wokingham Borough Council into account when reaching a decision to close the School.

3 Notification

In the event of deciding to close the School, the Head Teacher will notify Meadow Nursery, After School Club, Wokingham Borough Council, staff and parents following the Unexpected School Closure Procedure. The School will also use the emergency announcements offered by local radio set out in the Unexpected School Closure Protocol as well as, where possible, the School's internet site and email, to disseminate information about the School closure.