

POLICY FOR EXCEPTIONAL CLOSURES DUE TO ADVERSE WEATHER CONDITIONS

An exceptional closure is unplanned, and is due to unforeseen circumstances such as adverse weather conditions, power failure, or situations which affect the safety of pupils and staff.

Exceptional closures require approval from the Department of Education to reduce operational days below the 200 required by legislation.

In times of extreme weather the Principal will consult the checklist and give advance notice where possible to ensure parents and staff are informed quickly. If in doubt, about adverse conditions continuing overnight, the Principal will defer decisions until early morning.

Checklist to be used when considering closure.

Health and Safety

- can pupils and staff access the school building safely?
- can pupils and staff be evacuated in an emergency?
- in an emergency, could the Emergency Services access the school?
- is the area designated for disembarkation from transport safe for pupils?
- See risk assessment (Nov 2016)

Pupil/Teacher Ratio

- if a limited number of staff and pupils can attend, is the PTR acceptable?

Weather Forecasts and Road Conditions

- have local weather forecasts and road conditions, including those for areas from which staff will be travelling, been considered?

If a decision is made to close

Advise:	DENI	
	EA	
	STAFF	using texting system
	PARENTS	using texting system

- If possible, update parents/staff later in the day re. "next day".
- Inform staff to keep school updated on their position.

Key Websites and Contacts

NI Met Office	0870 900 0100		www.metoffice.gov.uk
NI Met Office			www.roadsni.gov.uk
NI Roads Service	028 82254111	After hours 02882 241 999	www.niwater.com
PSNI		0845 600 8000	www.psnipolice.uk
NI Fire and Rescue Service	0287131162/71 264321		www.nifrs.org
WELB	028 82411411	Schools Office 02882 411 299 Helpdesk: 07833668868 Catering: 02871 272 325	Michelle.mcswiggan@welbni.org
DENI	Curriculum Support Team	curriculum.supportteam@deni.gov.uk Tel: 02891 279 533	www.deni.gov.uk
NI Rivers Agency			www.riversagencyni.gov.uk