

# SCHOOL EMERGENCY CLOSURE GUIDE



We recognise that the decision to close a school in the event of an emergency (e.g. snow) significantly impacts upon you, as parents and guardians. In the event of a closure, we may decide to delay the start of the school day (open later) or close the school for the day. The decision will be made as soon as possible once the conditions have been fully assessed.

This leaflet outlines the agreed procedure which all schools are asked to follow

## **In line with County Guidance Given to Schools:**

### In the event of snowfall conditions—we will:

1. Before school hours start, we will assess if the roads are safe for children & staff to travel to school.
2. Seek approval from the Governing Body to authorise the decision to close.
3. Notify Cornwall Council and the three local radio stations (BBC Radio Cornwall, Heart FM and Pirate FM).
4. **At Heamoor** we will also put a notice on the home page of our website ([www.heamooreschool.co.uk](http://www.heamooreschool.co.uk)) and a post on our Facebook page.
5. In the event of heavy snowfall **during** the school day; we will undertake a risk assessment, using common sense to determine whether it is feasible for children and staff to remain in the school and notify parents through the text messaging system.

A full list of all schools closed in Cornwall can also be found at:

<http://www.cornwall.gov.uk/default.aspx?page=2295>

### You may also find the following websites useful:

Cornwall Snow Advice [www.cornwall.gov.uk/snow](http://www.cornwall.gov.uk/snow)

Met Office [www.metoffice.gov.uk](http://www.metoffice.gov.uk)

Environment Agency [www.environment-agency.gov.uk](http://www.environment-agency.gov.uk)

Devon & Cornwall Police [www.devon-cornwall.police.uk](http://www.devon-cornwall.police.uk)

