UP HOLLAND HIGH SCHOOL
Dedicated to Excellence

Action Plan - in case of Adverse Weather/Unforeseen Event

(Unavoidable School Closure)

This document provides a quick reference action plan when a decision is made to close the school due to severe weather (flood/snow) or other unforeseen events such as fire, flood or heating failure etc.

An initial assessment of the school site and conditions is made by the Headteacher and Operations Manager.

The decision to close the school is a local management decision made by the Headteacher in consultation with the Chair of Governors. Once a decision has been made, the school must notify the Local Authority.

In the event that the school is closed, or has to amend its start and finish times due to poor weather conditions the school will take the following actions –

Inform Parents / Students

- School will use the email/text system via School Synergy to inform parents about the closure, and later about plans to reopen;
- Parents should ensure they notify school of changes to contact details to ensure effective communication;
- School will post notices on the school website and social media accounts.

Provide Remote Teaching and Learning

- Students will be expected to access remote learning via School Synergy;
- Staff will provide work for students and where possible offer live teaching to usual classes.

Should adverse weather or unforeseen event occur once the students have arrived in school:

- Headteacher and Operations Manager to assess the situation.
- Monitor weather/conditions around school and the surrounding roads.

We will not send students home without first making sure there is somewhere safe for them to go. School will again use School Synergy email/text message service to let parents know we are closing the school and put a message on the school website.

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