

# **Staines Preparatory School**



## **School Closure Policy**

**September 2023**

## School Closure Policy

School closure could result from severe weather conditions, loss of power, heating or other essential services, as well as from larger national events such as a medical epidemic or pandemic. School closure could also occur due to staff shortage

**In the event of school closure due to Government or Public Health guidance, SPS will offer remote learning following our Virtual Home School Learning Guide. Home learning will also be provided when school is closed for other reasons. This may be work set and not be in accordance with virtual learning. The school has a separate Remote Learning Policy**

Staines Preparatory School must always consider the safety of its pupils, staff and visitors. With this in mind, the school's primary responsibility is to ensure the school remains open, wherever possible, to avoid disruption to the outstanding education that pupils receive. Any decision taken to close the school will be made as quickly as possible by the Headmistress, taking into consideration the safety and accessibility of ground conditions of the school site.

The Headmistress in consultation where practicable with the Chair of Governors, should assess the situation. In their assessment they should take account of the following:

- Safety and accessibility of the site and surrounding area
- Availability of heat, light, power and water
- Availability of staff
- Availability of meals

In the event of Staines Preparatory School having to close, or partially close, families will be notified as soon as possible and in the following ways:

- by text message – parents should ensure the school has up to date mobile telephone numbers and contact details for nominated family members
- details will be posted on the school website as soon as possible [www.stainesprep.co.uk](http://www.stainesprep.co.uk)
- details will be posted on SPS X @Stainesprep and Facebook page

If severe weather should develop during the day, the school will aim to remain open until the end of the school day (4pm) The school has a separate Severe Weather Policy. However, if this is not possible parents will be contacted by text message or telephone and asked to collect their children as soon as possible. At least two members of staff, one being a member of the Senior Leadership Team will remain on site until all children have left the premises. Staff who live furthest from the school will be allowed to leave first.