

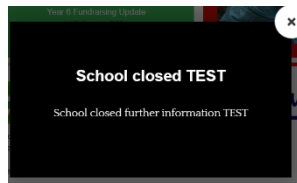
DR. RADCLIFFE'S CE PRIMARY SCHOOL, STEEPLE ASTON

EMERGENCY PROCEDURE FOR CLOSURE OF SCHOOL

This is to inform everyone of the procedure if the school should have to close. This may happen as a result of severe weather, the failure of the school heating system or for other emergencies.

If school is not opening in the morning, or is having a later start time, messages will be relayed to parents in the following ways:

1. Through our school Parent app which will be introduced this year.
2. On the front page of the school website at <https://www.dr-radcliffes.org.uk> as a pop-up banner as below:



3. Via local radio stations if it is likely a number of schools will be closed due to poor weather. These will be notified as soon as a decision to close has been made.
 - a. Radio Oxford (FM 95.2),
 - b. Hits Radio Oxfordshire M (FM 107.9FM),
 - c. HEART Radio. (FM 102.6 and 97.4)
4. Message via the Class Reps, whom the school will contact. Please make sure your class rep has up to date details if you are providing them with details.
5. A message will be placed on the school answerphone.
6. On the Oxfordshire County Council site at https://www.oxfordshire.gov.uk/residents/schools/emergency-school-closures?utm_term=nil&utm_content=

We use a variety of means in case particular modes of communications (e.g. internet) are affected by the cause of closure (e.g. poor weather).

If school is closing for subsequent days, we will use the methods above to notify you. We will also contact you if the school is due to close during the school day.

A decision to close will be taken on the basis of the best available information early on the day of closure. This includes safety of travel to school for children and for staff, many of whom live some distance away. If school does open, we would like to stress that we do not wish parents to feel under pressure to make the journey if you are in any doubt as to whether this can be undertaken safely.

If the school is closed at the beginning or end of the day, Early Birds and Night Owl sessions will not run.

Please feel free to contact us if you have any queries on this.

Regards,

Dr Radcliffe's CE Primary School.