Painsley Catholic College

SCHOOL CLOSURE PROCEDURE

Inclement Weather

The Principal will liaise with **Leadership** and the decision to close school would be made **as early as possible**. This could be the evening before depending on the weather.

Site member of staff who opens up the school will inform the Principal of concerns. The Principal will liaise with **Leadership** and the decision to close school would be made **as early as possible**. The decision will be made in association with the relevant personnel within the SGACMAT and Governors.

During inclement weather conditions continual dynamic risk assessments are made by **Leadership** during the College day.

The procedure for school personnel, would then be as follows:

1. To inform/notify County so that we can be included on their school closures webpage
2. To contact bus companies and other companies such as catering/cleaning.
3. To send message via Arbor to all staff and parents
4. To arrange for a 'home alert' page onto the school website
5. To post on Painsley's Facebook Page
6. If required, lessons will be live streamed where possible or work set on Satchel for students to complete.

Note: The messaging system will only work effectively if all parent/carer/staff email and mobile numbers are correct. Please contact office@painsley.staffs.sch.uk to update details.

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