

# Redfield Edge Primary School



## Procedure in the Event of Emergency School Closure.

### Guidance for Parents

In the event of bad weather or other unpredictable occurrences it may be necessary to close the school at short notice. Mrs Robinson or Mrs Griffiths, in consultation with other school staff and/or school governors, will decide if the school should be fully or partially closed.

Any decision to close the school is not taken lightly; in the event of snow or bad weather the school needs to consider the safety of pupils and staff so will look at how all those concerned are travelling to school and levels of supervision needed to safely look after the children.

In the event of a closure before the end of the school day the following will take place:

- Parents/Carers of those children in classes who need to leave school early will be sent a text and/or e-mail asking them to come to school as soon as possible
- South Gloucestershire website will be updated with relevant information – <http://essential.southglos.gov.uk/schoolstatus>

If a decision is made not to open school the following actions will be taken:

- Parents/Carers will be notified by text/e-mail by 7.00 am
- South Gloucestershire website will be updated with school status - <http://essential.southglos.gov.uk/schoolstatus>. This will generate notifications to be sent to BBC Radio Bristol and Heart Radio
- School website will be updated as soon as possible.