



Emergency closure procedure

The decision to shut the school is a serious one and the need is usually related to poor weather conditions or an issue around school infrastructure.

In such a situation the decision is based upon the answers to the following questions:

- Is the school site safe for vehicles and pedestrians?
- Will students be able to get to school safely?
- Can sufficient staff get to school to be able to open?
- What advice have we been given by Abingdon Learning Trust, OCC, and national weather organisations

If the decision is made to close the school, the following communication steps are taken:

- Headteacher makes the decision to close school
- Headteacher informs/arranges for information to be sent to parents via Bromcom, EPraise, Social Media, alongside information posted on the school website
- The Senior Leadership Team (SLT) who inform staff
- OCC are informed, who will then put information on their website
- Local radio stations are informed by the Headteacher
- Chair of Governors is informed

We will always seek to keep the school open if possible. You should assume the school is open unless you read news about closure on our website / social media pages or hear about it on the radio.

Search on social media:



Facebook

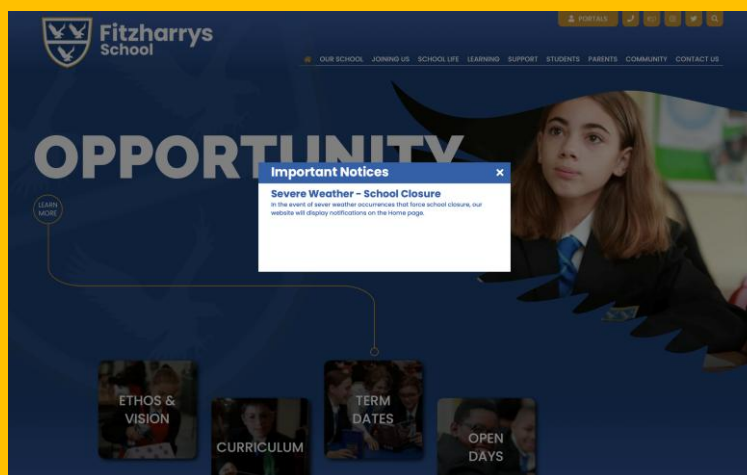
@fitzharrysschool



Instagram

@fitzharrys

Visit the school website: <https://www.fitzharrys.oxon.sch.uk/>



Information relating to the closure will be relayed to:

- BBC Radio Oxford (95.2FM)

Closures are announced during the breakfast shows on: BBC Radio Oxford (95.2FM), Heart FM (102.6 or 97.4 FM), and Jack FM (106.8 FM, 106.4 FM and DAB).

- Oxfordshire County Council

<https://www.oxfordshire.gov.uk/residents/schools/school-closures>

Should the school need to close during a school day any decision on whether to close will primarily be based on the risks involved to students and staff in travelling home, and the probability of large numbers of staff and students not being able to reach school the next day. It may also be based on safety of students remaining on site.

In the event of closure, parents will be informed that school will close early via Bromcom, and email. Students will be informed and sent home at a specific time once permission to let them leave is received by the school in the method outlined to parents. Information will be relayed to radio stations and the school's website / social media pages as above. School transport will be coordinated with local bus companies for any early closure.

Students must not leave school until released by the Headteacher.