



BISHOPS LYDEARD CHURCH SCHOOL

EMERGENCY CLOSURE OF SCHOOL

There are two main reasons for school to have to close unexpectedly.

The first is occasioned during a school day – e.g. a breakdown of the heating system in winter – in such an event no child will be sent home until the parent or another responsible person has been contacted, principally by text, and we are assured that the child will be looked after. By responsible person, we mean a relative of the child, or a neighbour or another parent (**who is known to the child**). Children who are normally brought to and from school will not be expected to return home on their own; some arrangement will be made for them to be escorted. **As can be imagined this is not an easy exercise and is one that would not be undertaken without considerable thought.**

The second and more common occurrence is a heavy fall of snow or very icy conditions when **the school cannot open at the start of the day** as insufficient staff can get to the school themselves. The arrangements in this event are that firstly all members of staff telephone the Headteacher at home before 7.15am and then they will make the decision as to whether or not to open. Between 7.30am and 8.00am the Headteacher will contact all staff (by text), school transport and other agencies to inform them of their decision; this is very time-consuming so a full half-hour is required. By 8.15am parents should receive a text if the School is closing. **After 8.30am**, if there is any doubt, parents may telephone School and either a member of staff (or a recorded message) will advise whether or not the school is opening. May I stress that parents **should not telephone before 8.30am**. Please **do not** telephone County Hall, as even though they will know the position, it is possible that the information will not have reached the switchboard operators from my emergency contact.

*If your child is due to attend the **Breakfast Club** then please contact Mrs Bill-Grace directly (07511 214 630) from 7.00am. Please do not use this number on any other occasion.*

It is usually impossible to say when the School will re-open – the only way to find out is to see if a text has been sent or to telephone School each morning after 8.30am. We will also endeavour to update the home page on our **website** <http://bishopslydeardbwmat.org/>. To assist it would be helpful for groups living close together to have some system whereby one person contacts school and then lets the other know. Another way would be to listen to local radio and they will give out details about school closures:-

HEART FM	102.6 FM or 96.5 FM & www.musicradio.com
SOMERSET SOUND	1566 MW

Finally – if there is any doubt do please contact School, any child who just arrives and finds the School closed will have to return home.

School telephone number: **01823 432582**