



Countesthorpe Academy

ACADEMY CLOSURE PROTOCOL 2022 – 2023

Policy Reviewed and Adopted by the Governing Board on:

September 2022

Signed (Chair of Local Governing Board):

Mr J Taylor

Date of Next Review:

September 2023

Responsible Officer:

Business Manager

Bad Weather / Academy Closure Protocol

Countesthorpe Academy may be closed at short notice due to a number of reasons, for example, problems due to bad weather, or with heating, electricity etc.

CLOSURE BEFORE SCHOOL STARTS: A decision to close the Academy will be made by the Headteacher. A text message will be sent to all staff and parents and the Academy website will be updated together with the local radio announcements. It is important that as few people as possible are phoning school between 7:30am and 9:00am so that staff are able to deal with the emergency efficiently.

CLOSURE DURING THE SCHOOL DAY: For safety reasons, students cannot be sent home during the school day until the Academy has made sure that it is safe for them to make their own way home. In practice this would mean having to use the text messaging service or if this fails a direct telephone call to the emergency contact. As this will take some time, the Academy will only close if the situation is very severe. Parents who are concerned about local conditions are welcome to collect their child from school. If the Academy cannot contact the parent, the student will remain in school until they are collected. It is important that parents do not keep telephoning the office as this prevents the Academy from dealing with the emergency.

In case of an Emergency Closure please refer to the information below and ensure you listen out for any messages regarding school disruptions due to bad weather on Radio Leicester 104.9 FM or visit, BBC Radio Leicester web site: <http://news.bbc.co.uk/local/leicester/hi/>

The Academy will also endeavour to send a text message to parents to keep them fully informed. Please also keep viewing the Academy website <http://www.clcc.college> or Twitter or Facebook.