



Adverse Weather School Closure Information/Emergency Closure

The School will always endeavour to stay open on the allocated days, in keeping with Wigan LA policy and mindful of our obligations to our students and their parents/carers.

However, it may be necessary in exceptional circumstances to close the school.

Such eventualities might be:

Very poor weather conditions;

No heating/electricity/water supply;

Medical epidemic;

and any other incident which the Head teacher and Governors deem would endanger the Health and Safety of staff and students.

If the school has to close due to adverse weather conditions (or other factors out of school control), following the Headteacher decision, we will inform parents via a text message on Synergy and a message posted on the School Website at the earliest opportunity. Updates will also be posted on Social Media including Facebook and Twitter. Leanne Turner will liaise to ensure correct information available

Closure before the school day starts

All parents and staff will receive a text message on Synergy which includes appropriate information on the closure times and dates

Information will be placed on the home page of our website – Laura Mahon/Liam Grady

School answer phone message

School Social Media – Facebook/Twitter/Instagram – Leanne Turner / Laura Mahon

Staff Emergency Closure Cascade – Text or call from contact

Closure during the school day

All students will be held in school until parental contact has been established and agreement has occurred on how the student will travel home

Information will be placed on our website – Laura Mahon/Liam Grady

School answer phone message

If the weather is particularly bad, please check the Wigan.Gov website for information on roads, travel information and school opening / closing.

If we are forced to close, we would attempt to notify students of the decision for the following day before the end of lessons, and we would send out messages via our email list, text messaging and put a notice on the school website.

In the event of us being forced to close all Parents and Staff will receive an email and text via Synergy. We are also dependent on the Local Bus Service and whether it is safe for them to run. We

are mindful of this in the decision regarding whether the school has to close early in the event of very poor weather conditions.

We would endeavour to have some staff in school, should some students turn up for the day or be unable to get home in the event of an unforeseen closure.

As before, staff who can get to the School safely, should get to school to supervise students who did not receive the message. Staff will be contacted via the attached contact list. All those required to contact colleagues must ensure that they always have up to date contact numbers.

Parents will be informed that work is available for Pupils using Synergy via the link on our website.

Headteacher or Deputy Headteacher to contact Nicola Birchall – School Improvement Co-ordinator and Educational Support Officer – 01942486247/ 07867901075 to inform LA of closure.