



Sandwich Junior High School

School Closure Communication Policy



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Available to view: School Website

School Closures:

As winter shows signs of arriving it is important that we are very clear with all parents/carers about procedures when the school has to close. We normally associate school closures with snow but we have also had to close the school on occasion due to heating and water related issues out with the winter months.

I would also like to take this opportunity ask parents to encourage pupils to dress appropriately for a Shetland Winter when travelling to and from school.

Closures communication:

Before the start of the school day:

BBC Radio Scotland, at 6.50am and 7.20am, will provide local information.

SIBC, a 24 hour radio station, will provide regular local information up-dates. They also have a Twitter feed.

Shetland Islands Council webpage at <http://www.shetland.gov.uk/adverseweather> will display the list of school closed.

We try to have the school website, www.blogs.glowscotland.org.uk/sh/sjhs/ carry news of our closure as early as possible, although this is network dependent.

Our Twitter feed will be updated on the front page of the website.

Our Parent Council Chairperson will be notified.

We will communicate information about the reopening of the school.

Please remember that the decision to send your child to school is ultimately yours.

A closure during the school day:

As above plus:

A blanket email will be sent to all parents/carers notifying them of the closure arrangements.

All pupils will remain supervised in the school building until collected, buses arrive or alternative arrangements put in place.

We would advise secondary parents/carers to be proactive and discuss with their son/daughter what arrangements should be put in place if the school has to close during the school day.

We will communicate information about the reopening of the school.

RESPECT

EQUALITY

ACHIEVEMENT

CREATIVITY

HAPPINESS