



Hall Green School An Academy

13 March 2023

Dear Parent/Carer,

There are times in school that we have to deal with unexpected emergencies. These might be related to the weather, site issues, or other incidences that we simply cannot predict or plan for. For this reason, I think it is important I explain the school's position on decision making and how we manage these situations.

All decisions begin with a risk assessment. The health and safety of all pupils and staff has to be at the centre of any decision. In the case of snow, we consider a wide range of things within the risk assessment. For example; supervision levels, safety around the school site, safety on the pavements, public transport availability, and the state of the roads.

It is worth explaining that the decision to close school on Thursday 9 March was taken due to a lack of staffing. We had completed a risk assessment both the night before and early morning on the day, taking account of the weather forecast and conditions, and judged that we were able to open school safely. Unfortunately, the conditions significantly worsened within the space of an hour meaning that staff who were making their way in, despite setting off early, had significant issues with their journeys. This led to a large number of staff reporting they were stuck and had been for a couple of hours with some even having to abandon their cars. We were hopeful that enough staff could travel to school safely but the turn in the weather meant the situation changed quickly and we, therefore, like many schools in the area, unfortunately had to take a decision at what we acknowledge is the most challenging time for families.

In the case of taking a decision to close the school once pupils have arrived, we will always attempt to inform you with enough time for you to put arrangements in place, although depending on the circumstances, this may not always be possible. As was the case on Thursday, we will of course allow pupils to use their phones in school to contact home where needed in these circumstances. If you wish a staff member to make contact with home BEFORE dismissing your child, it is vital you inform us by returning the slip below.

Please do take time to talk through with your child what your expectations are if an emergency dismissal is necessary. It is also important to remind pupils that they should go directly home, unless otherwise agreed by yourselves, and ensure their behaviour and conduct is of the highest standard on the way home. As per our behaviour policy, sanctions can and will be applied to any pupils when travelling to or from school, when wearing school uniform, or in any other way identifiable as a pupil at the school and when their behaviour could adversely affect the reputation of the school. When a pupil takes part in anti-social behaviour or poses a threat to a member of the public, the school will co-operate fully with any police investigations if necessary. This includes online conduct.

As Headteacher of the school, you have my assurances that I will always aim to take the best decision for the safety and welfare of all our school community. This includes starting off with the premise that school should be open to all pupils.

Yours faithfully,



Miss K Slater
Headteacher

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Please return to the School Office

Emergency closure of school

Please return this form if in the case of an emergency school closure, you wish for the school to NOT dismiss your child until contact has been made with an emergency contact by a staff member.

Name of pupil: _____ Form group: _____

We will attempt to make contact with emergency contacts provided and kept on school file in the order of priority stated by parents/carers. Please confirm which person and number you wish to be contacted first in an emergency:

Name of person: _____ Relationship to pupil: _____

Contact number: _____ Date: _____

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