

The academy may be unable to open for a variety of reasons including:

- Breakdown of heating
- Frozen or burst pipes
- Flooding
- Inaccessibility of roads and /or site due to very heavy snowfall.

It is the responsibility of the Head of Academy to decide whether or not to close the school.

The Head of Academy will:

- Liaise with the caretaker who should attempt to get to the school if at all possible.
- Inform School Partnership Trust on 01301 379240, leaving name, academy name, reason for closure and contact telephone number.
- Inform the Chair of Governors, explaining the reason for the closure.

The Caretaker will:

- Endeavour to do what he can to make it possible for the school to open as soon as possible e.g. clearing snow etc.

The Admin Manager will:

- Contact local radio stations i.e. Lincs FM; Radio Humberside; Viking and Compass, quoting 8122011 and the relevant password. (See separate sheet)
- E mail 'This is Grimsby' in order that their website can be updated
- Contact parents and staff by text using the 'Teachers2Parents' system.

Staff and parents should listen to local radio stations and check the NE Lincs Council website for updates.

Please note that there is an expectation that staff will use the time at home to undertake appropriate work related activities where possible.

When the academy re-opens staff should make every effort to get into work and should inform the Head of Academy as early as possible if they are unable to get into work. Staff may need to use public transport or walk to school if the distance allows. In the event that some staff cannot attend, the Head of Academy may decide that some year groups remain at home.

R. Beckett

November 2014

Review Date: December 2015