

Penkridge Middle School Snow Closure Procedure



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Snow Closure Procedure

It is very rare that we close the school due to snow but if we do need to close we will send out a message via class charts, post the information on our school Facebook page and put the information on our school website. If any children arrive at school, we will keep them safe and contact parents to arrange for them to return home at the earliest convenience.

If we did need to close during the school during the school day, then we ask you to follow the following procedure. Again, we would send out a message on class charts and inform parents as above. We would of course keep children until parents were able to collect them.

Full Closure during the school day

In the unlikely event that we would need to close the school during the school day the following would be required from all parents and carers.

Year 5 and 6

The gate to the side of the school would be opened and supervised by a member of SLT who would allow parents to enter the gate and wait under the sheltered area.

From here children would be collected by members of PMS staff and delivered to their parents in this area for them to take home.

Year 7 and 8

Parents/carers would need to wait at the top of the school, outside of reception where a member of SLT would take names of pupils who need collecting. A member of PMS staff would then fetch each child and they would deliver them to their parents so that they can be returned home.

Supportive actions from parents

- Do not call or leave voice messages as these are unlikely to be heard in the event of a school closure
- If you require someone else to pick your child up (friend or another parent) then this must be sent through via class charts as we will not be able to release your child
- Please be patient with staff who will work as quickly as possible to ensure everyone is returned calmly and safely.
- In the event of a school closure during the day we will create a short form to complete if you would like your child to walk home so that we can release them as soon as possible
- A code word will be issued to parents via class charts for collection so the adult collecting should be aware of this and should not be offended if asked to give the word