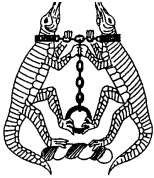


Sir Robert Geffery's School



SCHOOL CLOSURE POLICY

Sir Robert Geffery's School will attempt to remain open whenever possible. However if weather is extreme or safety or health of children at school is at risk then the decision will be made to close. This decision will never be taken lightly as we understand the implications for parents.

In severe weather conditions, Club 3.30 will run until 5.30pm unless it is deemed that it should close early - parents of children booked in will be contacted. If you wish to contact Club 3.30 directly, speak to Pre-School on 851343.

If we were to close the school a text will be sent and it will be posted on the school website as soon as the decision is made (www.sir-robert-gefferys.cornwall.sch.uk). Updates will also be posted on the school website.

The local radio stations will be informed, so it would be a good idea to keep listening and accessing their websites. Cornwall Council's website also lists the schools that are closed www.cornwall.gov.uk

Procedures if we need to close the school during the school day

1. Parents will be informed via the school's text messaging service, and notification on the school website.
2. If parents are concerned about ability to collect pupils, then do ring and make arrangements for early collection. One line will be left for incoming calls.
3. Emails will be regularly monitored, so if lines are busy please contact secretary@sir-robert-gefferys.cornwall.sch.uk
4. Local children will be cared for by local staff until 3.30pm.
5. No Club 3.30 or after school clubs if weather conditions are poor, so all staff can leave before the temperature drops. All parents of children booked in for 3.30 Club will be contacted (this is in extremes).
6. If there are problems, the local radio station will be notified.
7. Staff living in isolated areas will be released when children ratios are safe.

Out of school hours: Step 1 will still be followed. Cornwall Council and radio stations will also be informed.

In event of closure:

- Look at website for closure update. Information will also be given to local radio and council for their websites.
- School will remain open as far as possible.
- Maximise learning by using the websites, encourage additional reading or research for topics this term, so they do not fall behind in anyway. ***See following paragraph on home learning.***

- In the case of freezing conditions then clubs will be cancelled and Club 3.30 will not take place to enable staff to get home safely. Hopefully this will not happen too often.
- Text updates will be issued as necessary.

HOME LEARNING IN EVENT OF CLOSURE

When children are at home due to school closure we will ensure that we can support learning during the time the school remains closed.

We will send home a 'Just In Case Pack' that can remain at home for use in such a case. If you need anything else do let us know now. This will contain:

- Spellings
- Tables grids and Tables Rockstar information
- Several books to read
- Project book to write in
- Maths paper copies and text books and square maths jotter
- Logins in reading diaries - children will need to write reading reflections

The majority of children have access to ICT and work can be set and reviewed by teachers on a daily basis. We will be making sure that teachers have email contact for the parents in their classes so that they can set work and feedback.

Our expectations are that children:

- Read as much as possible and quiz on Accelerated Reader. Teachers will track and monitor on a daily basis.
- Use Mathletics and cover courses that are set for them as well as areas that they need to develop further.
- Use Mymaths - year six will have this set for them as well.
- Use Education City, which covers French, science, maths and English.
- Use Spellodrome will cover spelling.
- Access Tables Rockstars - good for tables.
- Purple Mash has an ICT scheme of work and writing frames - teachers can access work on this
- We would also suggest that children start a personal project on an area that they would like to do - eg Victorians, Europe, Animals, London, photography etc. Information is on the website to support this. Within this, children should show a range of recording. They may write a story, produce a fact file, a poster etc.
- Some sort of physical exercise, depending on the situation, is definitely needed - so share with us what you have done - we can share original ideas with others.
- If you have any queries about logins please email homelearning@sir-robert-gefferys.cornwall.sch.uk - Izzy will be able to respond and provide them for you

Email Addresses:

If you have never emailed the school, please could you send an email to secretary@sir-robert-gefferys.cornwall.sch.uk with your name and your child's name and class. This will mean we can update our information and if a closure was to happen we could correspond as appropriate in this way.

COLD WEATHER ARRANGEMENTS

- ❄ Look at school website for closure update. Information will also be given to local radio and council for their websites.
- ❄ School will remain open as far as possible.
- ❄ Meet and greet at layby will take place to avoid parking in the mornings and evenings.
- ❄ If your child is off, please maximise learning by using the websites, encourage additional reading or research for topics, so they do not fall behind in anyway.
- ❄ In the case of freezing conditions after dark then clubs will be cancelled and Club 3.30 will not take place to enable staff to get home safely.
- ❄ Text updates will be issued where necessary.

SAFEGUARDING PRECAUTIONS ON CLOSURE

No pupil will be allowed to leave school unless the school is aware that an identified adult will be available to supervise him/her at their destination. It may be that a parent who collects his/her children offers to give shelter to other children. The agreement of the parents of these children must be given before pupils are released in this way. We will ensure that adequate supervision by members of teaching staff will be made for those pupils who cannot go home or to their emergency destination immediately and therefore have to remain at school.

It is essential that parents keep the school up-to-date with any change in their contact details.

Mobile numbers need to be up to date to ensure receipt of text messages