



# BENTLEY HEATH CHURCH OF ENGLAND PRIMARY SCHOOL

## SCHOOL CLOSURE PROCEDURES

In the event of bad weather, please note the following:

- The Local Authority will **no longer** make a decision to impose a blanket closure of all schools and academies.

Any decision to close the school will be made in consultation with the Headteachers of the other schools in the Arden cluster.

- ParentMail parents will receive an email alert giving information.
- A text notification will be sent to all those who subscribe to ParentMail.
- The school's website will also provide up to date information at [www.bentleyheath.org.uk](http://www.bentleyheath.org.uk).
- Solihull MBC will endeavour to communicate information via their website [www.solihull.gov.uk](http://www.solihull.gov.uk) and local media outlets.

If you do not have access to the internet please listen out for information on local radio. **Unless you are notified otherwise, you should always assume the school is open.**

### SCHOOL CLOSURE DURING THE WORKING DAY

If conditions deteriorate during a school day, the previously described notification process will be applied.

Please note that we can only release pupils to those adults who are on our contact list. If you are delayed by the conditions and want to authorise the collection of your child by another adult, you will need to speak with staff in the school office and provide verbal permission.

In the event of a working day closure pupils may be collected from the following locations:

<b>Nursery</b>	The Nursery classroom door
<b>Reception &amp; KS1</b>	The Church doors
<b>KS2</b>	The Year 3 & 4 doors from the KS2 playground

Pupils will be released from the designated door upon confirmation of the name of the collecting adult by the school staff managing the exit. All pupils will be kept safely at school until they are collected.