



10.14 Forced / Unexpected closure

Policy statement

We aim to ensure the safety and welfare of all the children and staff within the pre-school. Such unexpected closures should only happen under exceptional, forced or unforeseen circumstances, as listed below.

Procedures

- The pre-school may have to close unexpectedly for one of, but not exclusively for, the following reasons:
 - Weather – heavy snow, flooding etc;
 - Outbreak of illness/contagious disease leading to closure of the setting to stop cross-contamination;
 - Government advice;
 - Structural problem with building/surrounding area, resulting in the setting being unable to provide a safe and healthy environment for both children and staff;
 - Gas leak or power cut leading to lack of heat/light to the setting;
 - Closure of Grove Wood Primary School.

- In the event of the pre-school having to close for any of the reasons (or other) above, the following will be attempted:
 - Parents/carers will be informed via the Ours Schools App. All parents/carers are requested to ensure the notifications for this app are turned on at all times as this will be the first point of contact.
 - A notice will be posted to our Facebook page.
 - Where possible, the pre-school will aim to inform parents/carers of emergency/forced closures via text message. It is vital that the pre-school is kept up to date with the current contact details for all children enrolled.
 - In the event of extreme weather warnings (e.g. snow), a decision about whether to open will normally follow the guidance of Grove Wood Primary School. If they close, so will the pre-school.

- The reopening of the setting will be based on guidance given by either the local authority and/or the Government.
- In the event of a forced closure such as these, but not exclusive of, which are beyond our control, we regret that the pre-school will be unable to reimburse parents for these session fees.

This policy was adopted by

Grove Road Pre-School

name of setting

Date to be reviewed

January 2021

(date)