



Procedure for School Closure

The decision to close the school will be taken by the Head Teacher, Mr Blackwell, in conjunction with the Chair of Governors, Mrs Cheeseman. The decision will be based on access to essential services (e.g. water, gas, electricity, oil or teachers) and/ or transport safety (e.g. the inability of staff being able to get into school, or indeed get home if delayed)

Parents will be informed via the **text messaging service, local radio stations** - Banbury Sound, Heart and BBC Radio Oxford, **online at** <https://www.oxfordshire.gov.uk/cms/content/school-closures>, **Facebook** - a message will be posted on the school page.

In event of a weather warning being issued earlier in the week, letters will be sent home reminding parents of where they can hear the latest news of school closures.

Pupils arriving at school unaware of the closure will be received until they can be collected by a parent or parental representative.