



Three Legged Cross First and Nursery School

Emergency Evacuation and Closure Policy

In the event of any need to evacuate the school building, the fire evacuation procedures will be followed. Staff and children will leave the school by the nearest available exit and meet on the school playground. Support staff will check toilets. Registers will be taken as soon as possible. Admin staff will telephone the emergency services as necessary and the county surveyor if required.

School Closure

In the event of the need to close the school during the school day, parents will be informed via email and text in the first instance and by telephone if no response is made. No child will be sent home unaccompanied. Staff will remain with the children until all children have been released to parents. No staff will leave until all children have left with their parents.

In the event of a need to close the school at the beginning of the school day, a message will be posted on the school blog and Twitter. Parents will also be contacted via email.

School closure will only occur in exceptional circumstances. The school is committed to opening 190 days per year in order to maintain the highest expectations for children's learning and progress.