



# ST. MARY'S CATHOLIC PRIMARY SCHOOL

HEADTEACHER – Miss NICOLA SLACK

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## Disruption due to bad weather and other emergencies!

In case of emergency school closures, we will follow this procedure:-

If severe weather, or other emergency, forces closure **before the start of the school day**, as soon as a decision has been made to close the school, we will:-

1. Inform Devon County Council who will put the details on their website
2. Put a notice on the school website ([www.st-marysrc.devon.sch.uk](http://www.st-marysrc.devon.sch.uk))
3. Contact the local radio stations – BBC Devon, Heart and Palm FM
4. Email all those parents / carers on our newsletter email list.
5. Start to telephone staff and parents to let everyone know individually. In order to reach everyone we will have to start soon after **7 am**. If this will cause you serious inconvenience, please let us know so that we move you further down the list of calls to be made.

If the school is open but we have to close the car park due to icy conditions, we will:-

1. Leave the car park gates locked.
2. Arrange with the Abbey that parents can park in their car park whilst they drop their children off via the bottom gate of the school **by the Hall not the roundabout**. (Please do not park in the Post Office car park or pull up outside Southpark unless you really have to).
3. Arrange for a member of staff to be available to assist children and parents across the road by Southpark.

If the school has to **close during the day** due to severe weather or other emergency, we will telephone all parents / carers and put a note on the website.

“BUILD, PURSUE, ENABLE, RESPECT, LOVE UNCONDITIONALLY”

