



Talbot Primary School - Emergency Closure Plan in the event of severe weather

The health and safety of all children and staff members is our number one priority at all times. Any decision to close school will not be taken without due consideration. In the event of extreme weather conditions/critical incident, please note the following points:

A. School Open

1. The school will open providing all reasonable measures can be put in place to do so safely. This decision will be made in consultation with various agencies.
2. If we are open, we would like children to attend but weather and road conditions can vary so parents and carers must make the final decision on whether or not it is safe for their child to travel.
3. On arrival, children should report immediately to their classroom. Children who are late should report to the school office as normal.
4. The school buildings will be open for children to wait inside out of the very cold weather.

B. School Closed

1. During any periods of adverse weather, please keep checking <https://www.leeds.gov.uk/schools-and-education/school-closures> . Please note that as conditions can change quite quickly, continue to check your emails for any updates and the school website: <https://www.talbot.leeds.sch.uk/> before setting off for school.
2. Radio Leeds will broadcast details of all school closures so please tune in. The station will be extremely busy, please do not try and call for an update.
3. We will contact parents and carers through Parentmail email and text alerts.
4. Please try to avoid phoning the school as this simply blocks the lines for all other incoming and outgoing calls.
5. Keep checking your email and school website throughout the day/period for the latest information.

C. Early Closure

1. A text message will be sent to all parents and carers with the latest information.
2. If the school has to close early, it is unlikely that children will be sent home before lunch.
3. Children will not be allowed to leave the premises without a known adult and permission from the responsible parent.
4. Children who cannot be collected will remain supervised on site.
5. Should it be deemed unsafe to remain on the school site, all children and staff will be evacuated to Allerton Grange High School.