



Pocklington Community Junior School

65 Kirkland Street, Pocklington, York YO42 2BX

Telephone: 01759 302224

Email: admin@pocklingtonjuniors.co.uk



www.pocklingtonjuniors.co.uk

SCHOOL CLOSURE PROCEDURE FOR PARENTS

In the event of an emergency e.g. loss of heating, adverse weather conditions, structural damage, it may be necessary for the school to close. This decision is only made after considerable deliberation and where possible, in consultation with local schools and the Local Authority. In some instances this is dependent on guaranteeing sufficient staffing levels as well as ensuring a safe environment for the children and staff.

FULL DAY CLOSURE:

The Headteacher will make the decision as early as possible, preferably by 7.30am, if the school is to be closed for the day.

- A text will be sent to the first parental contact whose telephone number is on our records. Please help us by ensuring that you notify us of any changes.
- Announcements will be made on the school website (www.pocklingtonjuniors.co.uk) and the official ERYC website (www.eastriding.gov.uk), please note, other sites may give misleading information.
- We also contact the following radio stations:-

BBC Radio Humberside
Yorkshire Coast Radio

Minster FM
Galaxy FM Snow Line

KC FM
Viking Radio

BBC Radio York

IF THE SCHOOL NEEDS TO CLOSE DURING THE DAY:

NB. In the event of school closure Support Solutions Wrap Around Care Kids Club will also be closed.

- Initially we will send a text, update www.pocklingtonjuniors.co.uk and www.eastriding.gov.uk, and inform the radio stations.
- Our priority is to then enable parents to collect and sign their child out of school, an administrative task taking considerable time.
- Once the majority of children have been collected we will then contact parents of those remaining as we appreciate some parents may have not access to a computer or mobile telephone.
- Your child must be collected by one of the adults on your contact list. Please advise us if you are arranging for someone else to take your child home. We are unable to allow a child to leave unaccompanied or with an older sibling from secondary school, without prior notification from a parent.

ABSENCES DUE TO ADVERSE WEATHER CONDITIONS:

- In the event of children being unable to attend school due to adverse weather conditions on a day when we are open, e.g. buses not getting through or a village being shut off then please phone school as soon as possible to advise us of this. The school office number is 01759 302224. If the telephone line is busy please email pcjs@eastriding.gov.uk. Your child will be marked as an authorised absence. Note:- School buses will not run if roads are icy or heavy snow. When there is no morning bus there will be no return bus at end of day. Pupils are expected to wait no more than 20mins beyond normal pick up time for a bus. Return home then telephone school to advise.
- Please note, if you live within walking distance and do not attend school this will be classed as an unauthorised absence in accordance with ERYC attendance policy.

(Note:- our text messages are sent en mass via the schoolcomms website, if you find that you receive the text later than expected, sadly that is down to your individual mobile network provider for which the school can have no control) Please keep this information in a safe place for future reference.