



## **Extreme Weather and Enforced Closure Policy**

It is the policy of Cricklade Pre-School Playgroup to remain open, where possible, on extreme weather days.

However if there is a danger to children or staff by remaining open we will shut.

Extreme Weather includes high rainfall, high winds, snowy and icy conditions.

### **Procedure**

The decision to close the Pre-School due to severe weather will be made by the Pre-School manager in discussion with the chair.

If the Pre-School is shut we will notify Heart FM (01793 663020) by 7.45am on the morning of the day of closure.

The Pre-School Manager will endeavour to contact all staff using current staff contact details.

The Chair and the Manager will endeavour to contact all the parents of children due in that day.

This will be repeated daily as the weather situation is reviewed.

If the Pre-School needs to be shut during the day for safety reasons all parents, or emergency contacts, will be contacted to collect the children. Parents of children due later in the day will also be contacted and informed of the closure.