



Education & Children's Services

Abernethy Primary School
78 Main Street, Abernethy
Abernethy PH2 9LA

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www.abernethyprimary.org.uk

Date: 10th Dec 2019

Dear Parent/Carer

Emergency Closure Arrangements (eg. in the Event of Severe Weather)

1. Important Information regarding Emergency Closure of the School

This document details:

- The procedures which will be put in place in the event of emergency closure of the school: (i) during the school day and (ii) at other times.
- **Severe Weather Arrangements – Useful Contact Information for Parents** This provides details of the main sources of information where public announcements are available during severe weather conditions.

2. Frequently Asked Questions for Parents

The preferred method of notifying parents of a closure is by our school communication app or Groupcall text message to your designated mobile phone. Parents are therefore requested in the event of deteriorating weather conditions, to have mobile phones switched on ready to receive a text message. If your current mobile telephone number has not yet been notified to the school, please provide this information as soon as possible as this method of contacting parents greatly speeds up the process.

It would be appreciated if parents would avoid contacting the school by telephone unless urgent as there is only one telephone line - the school will update you on the situation by text message.

As our information is prepared in advance and in readiness for emergency closure procedures to be implemented, it may not be possible due to time constraints to check all absentees on the day of a closure. This means you may receive a Groupcall text message on occasions when your child is actually absent from school.

During ice and snow conditions, please take extra care when walking or driving into the School. Please keep to the cleared pathways to minimise the risk of slips and falls.

Yours sincerely,
S McKenzie



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Education & Children's Services
Executive Director (Education & Children's Services) **Sheena Devlin**



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Important Information re Emergency School Closure Arrangements
eg Severe Weather, no power, no water, etc.

When conditions are bad, especially in outlying areas, parents should consider not sending their child(ren) to school if they are **in any doubt**. Please try to contact the school after 9am where this is the situation.

Closure Out-with the School Day:

Public announcements of school closures will be made **as soon as possible** from the following sources:

Service	Contact Details	When Used	Other Comments
School app	Not applicable	All instances	Group message sent
Groupcall Text	Not applicable	If possible	Text will be sent to one identified mobile number. Please note: There may be a delay if staff have attempted to travel to school and encountered difficulties.
Radio Tay Am	Not applicable	All Instances	Frequency AM 1584 and 1161
Radio Tay Fm	Not applicable	All Instances	FM 96.4 and 102.8
PKC Customer Service Centre – Number for Parents	01738 475000 (main Council line)	All Instances	Available from 08:45 hours to 17:00 hours Mon-Fri.
PKC website	www.pkc.gov.uk	All instances	Parents/Carers can find closure updates on the Perth and Kinross Council website by logging onto www.pkc.gov.uk where closures will be flagged up on the Home page, or alternatively access the information on http://www.pkc.gov.uk/Schoolclosures
PKC Twitter and Facebook	www.pkc.gov.uk/socialmedia	All instances	
School Twitter	https://twitter.com/DunningPS	If possible	Also available via the school website



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Closure During the School Day:

1. Informing Parents

If the weather deteriorates during the day a message on the communication app / GroupCall text will be sent to your **designated mobile telephone** to advise that the School is closing and that parents should collect their children. We will endeavour to update via the school Twitter page (viewable on the school website or Twitter) also.

Please note: It is not possible to send a text message to your home telephone number from the Groupcall website or to multiple mobile numbers.

In addition:

Parents of all Primary pupils who travel by taxi (**if operating**) will also be contacted **by telephone** to ensure that someone is available to meet your child(ren) at the end of their journey.

All Parents, (and especially Parents of pupils in outlying areas), should identify a family in Abernethy who would be willing to look after their child(ren) in the event that transport home is not available, you cannot be contacted, are delayed or cannot come to pick up your child/ren. This could be a neighbour, member of family (eg older sibling) or a parent of other pupils in the school, etc.

2. Collecting Pupils

The aim in an emergency closure is to evacuate the school as soon as possible.

We will release all children to whoever arrives at the school first ie parent **or** nominated emergency contact(s).

Staff will be released as appropriate (those with greatest distance first) though a member of staff will remain until the last pupil is released.

Parents/Carers/Emergency Contacts should attend at the front entrance of the School.

3. Transport

In the event that the taxi does not operate in the morning, but the school is open for local pupils and you bring your son/daughter to school, please note that the bus or taxi will **not** run at the end of the day and you will be responsible for collecting your child.



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Frequently Asked Questions – For Parents/Carers

Q1. It's snowing and I am worried about my child's safe return from school. What do I do?

Have your mobile phone switched on ready to receive a Communication app text / Groupcall text message from school to advise that school is preparing to close and that your child should be collected from school.

If possible, please avoid phoning the school to check if the school is closing – the school will contact you. If you are concerned that school transport will not reach you or you are concerned that any further delay will mean that you cannot get out to collect your child, please come to the school to collect your child.

Q2. I am unable to come to the school to collect my child but would like a friend, neighbour or relative to collect child. What do I do?

Your child can be released to your chosen contact or notify the school of any different arrangements you make.

Q3. We live outside Abernethy and as the weather has deteriorated rapidly. I do not think my child will be able to get home. What do I do?

You should provide the name of someone in Abernethy your child can stay with. If no prior arrangement has been made, you should make contact with a family in Abernethy where your child can go and notify the school of the arrangements you have made. When conditions are bad in outlying areas, it is at parent's discretion as to whether it is suitable for their child to attend school.

Q4. There has been heavy overnight snow. Will the school be open?

Your options to receive information about school closure:

- A Groupcall text message will be sent to you as early as possible
- Listen to Radio Tay (or one of the other local radio stations) – for Frequencies see info in Emergency Closure Arrangements pack (Keep spare batteries for your radio handy!)
- Phone Perth & Kinross Council Customer Service Centre – 0845 301 1100 (available from 8.00 am to 6.00 pm – may also operate from 7.00 am in exceptional circumstances) or the main Council line 01738 475000
- Check the Council's website – www.pkc.gov.uk where closures will be flagged up on the Home page or alternatively, access the information on <http://www.pkc.gov.uk/Schoolclosures>
- For PKC Twitter and Facebook - www.pkc.gov.uk/socialmedia

Q5. My children were sent home from school/the school did not open. When will it re-open?

Check the School's Communication app/Twitter page [@AbernethyPS](https://twitter.com/AbernethyPS) or the Council website – www.pkc.gov.uk for updates.

Q6. The conditions in Abernethy do not seem that bad. Why is the school not opening?

Please be assured that every effort will be taken to open the school and that closing the school will be a last resort and not a decision taken lightly.

We undertake Risk Assessments to ensure that the school could operate safely. For example: safe access to/egress from the building; adequate heating, food and water facilities; adequate number of staff, etc.



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