



St. Anne's National School,
Shankill,
Co. Dublin.
Telephone: 2825565

Principal: John Fingleton
www.stannesshankill.com

Emergency Closures Policy

Introduction

The school policy on emergency closures was drafted as a whole school exercise involving parents, pupils, staff and Board of Management. It was circulated to the entire school community in St. Anne's N.S.

Rationale

The need for the school to devise a policy on emergency closures in recent years is primarily due to

- a) Inclement weather, such as heavy snowfalls, high winds etc.
- b) Building programmes and alterations to the design of the school which have necessitated unscheduled closures on Health and Safety grounds in recent years
- c) Heating breakdown
- d) Death of a teacher in the school
- e) Death of a President / bishop
- f) Public health interests

Relationship to School Ethos

St. Anne's National School strives to provide a child friendly, secure environment catering for all the needs of all students as far as is practicable and where respect is fostered in a culture which values diversity and difference.

Aims and Objectives

- To provide for the welfare of all pupils while on the school premises
- To ensure a safe, child friendly school environment is available to all children
- To conform with Health and Safety legislation

Procedures

a. Inclement weather

In the event of a heavy snowfall or inclement weather, the Principal shall consult with the Chairperson of the B.O.M. as soon as is feasible, and a decision is made as to whether it is in the interests of all parties to close the school.

Parents will be informed, by SMS text message, on days of inclement weather (e.g. Snow), that the school gates will not be opened to admit children until 10 a.m., and will remain open until 2.30 p.m.,

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Roll No: 19888H

Chairperson of BOM: Mr. Justin Kilcullen
Principal: Mr. John Fingleton
Deputy Principal: Ms. Paula C. Kelly



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unless it is deemed unsafe to do so on Health and Safety grounds.

If weather conditions deteriorate during school hours, or if less than 1 / 2 the teachers and 1 / 3 of the children arrive at the school, then the school shall then remain open until all parents / guardians are notified, and all children are collected. If parents / guardians cannot be reached, or are not in a position to collect their children early, then three teachers or one teacher + two another adults will remain at the school until 2.30p.m. If the children are not collected at this time, the Gardaí are then informed.

Bus operators servicing the school will be contacted by the Principal or another designated person, confirming that the school will not be opening. If the snowfall is prolonged over a number of days and the school is closed indefinitely, parents and bus operators will be informed of re-opening dates through Text - A-Parent / phone tree system.

High Winds / Thunderstorms

The procedures in place for heavy snowfall are generally replicated in the event of storms / lightning i.e. parents / guardians and bus operators are contacted via local radio or text and informed that the school will remain closed. If the school has already opened and is in operation when high winds etc. occur and remaining on the premises is a risk to all, teachers will remain on the premises until all children have been collected by either parents / guardians or bus operators.

Disconnection of Services

Where water or electricity services to the school are to be disconnected, a week's notification is normally given to the school authorities. This enables the school to furnish the parent body with the relevant advance warning of such closures via circular or text.

Critical Incident / Death

In some instances the school might remain closed for pupils in the event of a critical incident or death of a staff member, B.O.M member or pupil. Parents are informed of such closures either by circular or text whichever is appropriate. In this particular instance, the school may remain open to staff and B.O.M or Parents' Association if issues such as church services, Guards of honour, readings or counseling is required (See Critical Incident Policy).

Public health interests

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When the closing of the school is deemed necessary in the interests of public health, the written recommendation of the Medical Officer of Health will be obtained by the Chairperson of the Board and forwarded to the department. The responsibility for closing the school rests with the Board of Management. The Director of Community Care / Medical Officer of Health may delegate that authority to the Senior Area Medical Officers or the Area Medical Officers who are normally the local General Practitioners.

In case of fire, bomb scare etc., the children will be removed from classrooms to fire - drill evacuation points, and then to the car park at the west of the school building.

Please note

All half days and In - Service closures are notified to parents at least one week in advance.

Roles and Responsibilities

Emergency closures in the school place particular responsibilities on various personnel within the school chain of command -

- Positive school community feedback
- Conformance with Health and Safety legislation
- Maintaining a safe school environment for all staff, children and parents

Ratification and Communication

This policy has been in operation in the school, having been communicated by the then B.O.M by means of circular following ratification at the school B.O.M meeting of St. Anne's N.S.

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