

BAD WEATHER EMERGENCY CLOSURE ARRANGEMENTS

It is the policy of the school to make every effort to remain open whenever possible.

1. The decision to close the school rests with the Headteacher. In his absence, the decision will fall to the Deputy Headteachers, in conjunction with the Senior Leadership Team. The School will only be closed as a last resort.

2. An announcement will be made on the school website (www.stanwell.org).

3. In addition the Vale of Glamorgan Council's website will also announce the closure: (www.valeofglamorgan.gov.uk/our_council/school_closures.aspx)

4. Worsening Weather Conditions During the School Day: On occasion, the bus companies may inform us that they have decided to collect pupils earlier than normal. Should you wish to check whether your child's bus is leaving early, please contact the Vale of Glamorgan Council, Planning & Transportation Division on 01446 700111. Pupils will be informed of these new arrangements and any pupils that have problems getting home should report to the dining hall where staff will ensure that these pupils get home safely. Under such circumstances the School Website will be updated to inform parents/carer of the amended transport arrangements. It is the responsibility of the parent/carer to check whether buses are leaving early. b) As a parent/carer you may always come to the School and collect your child should you decide the weather conditions warrant such action. Alternatively, students are able to stay at School until appropriate arrangements can be made. Students are only allowed to call parents if given permission to do so by the school. Please do not over-burden the telephone system with calls.

5. PUBLIC EXAMINATIONS ADVERSE WEATHER ADVICE If the main School is closed due to adverse weather conditions public examinations will, wherever possible, go ahead as per JCQ regulations: • If a student is unable to get to School safely to sit the examination, he/she will be able to retake the module in the summer. The examination boards will not allow the January paper to be taken at a later date in the January exam series • A candidate who arrives after the start of the examination should be allowed the full time for the examination. However, a candidate will be considered very late if they arrive more than one hour after the awarding body's published starting time for an examination which lasts one hour or more. In this case the awarding body is unlikely to accept the work. Should the examination last less than one hour, a candidate will be considered very late if they arrive after the awarding body's published finishing time or 30 minutes after the awarding body's published starting time, whichever is later. In this case the awarding body is unlikely to accept the work