

# School Closure Procedure



School closures can happen for a number of reasons eg snow, electricity or water problems. To help us ensure we always keep your children safe please ensure contact details are up-to-date on Parents' Portal. This will allow the school to email and also text to ensure you know there is an early closure.

Should there be adverse weather, please follow the procedures below....

1. If the weather forecast is poor before school begins, please check the Aberdeenshire School Closure website for updates

<https://online.aberdeenshire.gov.uk/Apps/Schools-Closures/default.aspx>

All information around Gordon Primary School closure will be found here.

Only two of our teachers live in Huntly so school closure may be the only option. Conditions will be reviewed each day and it may well be that we stipulate a later start to the day to allow staff to travel in daylight and on less icy roads. Please continue to review the website.

We will also update Facebook with information.

Please also download the Aberdeenshire app to give you immediate notification of an email sent. Please search **my aberdeenshire** in your mobile app store and download. Go into the **Schools folder** and in **Your School ... add Gordon Primary School** for alerts.

In poor weather conditions, please check your phone regularly. The quicker we can spread the word, the more efficient the system.

2. If the weather becomes poor during the school day, then we will update the website above, post on Facebook and Twitter and send a Groupcall/Xpressions to parents to come and collect their children. Again, please ensure you have downloaded the app for the most speedy notifications.

Please note: Children will only be released to the parent or someone you have specified and also made the school aware of this alternative arrangement.

We have a number of families who live outwith Huntly. Conditions can deteriorate rapidly making it difficult to collect children quickly. It is therefore essential to make prior storm arrangements with a friend or relative living in Huntly in case you cannot get to Huntly to pick you child up at the appointed time. It is important that we can send children and staff home as soon as possible. A number of staff will also have children to pick up and road conditions can quickly deteriorate. If you think the school is likely to close later in the day, you can also choose to keep your children at home but please phone and inform the school absence line. Safety must always come first.

When the school is closed for a full day or more then work will be found on Teams with teachers supporting Remote Learning.

3. For any other school closure, parents will receive a direct Groupcall or Xpressions to give information about when to collect children and our social media sites will be updated.

Kind regards  
D Ewen, Headteacher

