

WAIKOWHAI INTERMEDIATE SCHOOL EMERGENCY CLOSURE OF THE SCHOOL POLICY

Rationale

The Education Act 1989 (as amended) gives Boards of Trustees the power to close their schools in an emergency.

See Sections 65A – 65G of the amendment Act 1990/60.

The school exercises this power in instances where the health, safety and welfare of pupils and staff are at risk. This is in line with the 'in loco parentis' responsibilities that school or teacher or BOT have under law.

Policy

In the event of an emergency arising which threatens the health, safety and welfare of pupils and/or staff, the Principal (or in the absence of the Principal, their delegate) shall in the absence of any immediate lawful direction and/or whenever the particular emergency allows endeavour to contact the Chairman of the Board of Trustees (or if necessary their Deputy).

Upon the Chairperson (or their Deputy) being advised of the emergency, a meeting (whether by teleconference or otherwise) of the Board of Trustees shall be immediately convened to determine whether in all the circumstances and as a result of advice received it should direct that the school be closed.

Every effort shall be made to inform parents in advance of the need to close the school and of any decision to do such.

The safety of pupils sent home during a school day emergency will be a primary concern of staff.

The appropriate Ministerial authority will be informed immediately the decision to close the school is made.

Passed by the Board of Trustees: _____

Chairperson: _____

Signature: _____

Review Date: _____