

Mt Somers Springburn School

Snow Day Procedure



If the school is unable to open in the morning the following will take place:

- A decision will be made by the Principal and Board Chairperson before 7am
- Board of Trustee members, (before 7am) will then inform families of the closure using an updated telephone grapevine sheet.
- There will also be a closure notice broadcast on Hokonui Radio 92.5 FM. Subsequently this will be put on their Cancellation Line: Phone 307 8787.
- A text message will be sent to parent/caregiver cellphones (if possible)

If possible, a notice will be put on the School Website Front Page (www.mtss.school.nz) and School Facebook page.

If the school has to close during the day, a decision will be made earlier rather than later to make sure the buses will be able to complete their runs.

- All families will be contacted by the school prior to the closure.
- There will be a closure notice broadcast on Hokonui Radio 92.5 FM.
- No children will be left at a bus stop unless there is a parent or caregiver there to pick them up.
- If parents cannot be contacted or if the buses cannot complete their runs, children will be cared for at school until parents or a nominated caregiver arrive to pick them up.

Note: This procedure will also be implemented if, for health and safety reasons, the school cannot open in the morning or has to close during the school day (e.g. no water, no power)