



PROCEDURES FOR SCHOOL CLOSURE DUE TO ADVERSE WEATHER

If the Head teacher and Chair of Governors agree to close the school due to adverse weather conditions the decision will be made by **7am** and posted on the school's website as soon as possible after the decision has been made (www.manorgreen-college.w-sussex.sch.uk).

Information on school closures will also be communicated to the local radio stations; Heart 102.4FM/103.5FM and Bright FM/Splash FM 106.4FM.

All school closures are also listed on the West Sussex County Council website (www.westsussex.gov.uk)

Please check the school's website as it will be updated throughout the day with any further closure decisions for subsequent days.

Text messages will be sent to parents and staff as soon as the decision has been made to close the school.