

Date: October 2024

FAO: Maintained School Headteachers, Heads of Centres and Managers of BCC Day Nurseries

cc Academy Principals

Dear Colleagues

School closures in the event of severe weather

I am writing to confirm Birmingham City Council's (BCC) recommended arrangements for closing its maintained schools in the event of severe weather. The arrangements should make it easier for Headteachers to manage what can sometimes be difficult and unpredictable circumstances in the interests of pupils, parents and staff.

School decision to close

The decision to close a school due to severe weather lies with the Headteacher in consultation with the Chair of the Governing Board (GB).

This arrangement enables decisions to be taken quickly, in the light of local circumstances and or factors unique to the school, such as local transport or site related issues.

On taking the decision to close the school due to severe weather the Headteacher should inform School and Governor Support (S&GS) by email to schoolclosures@birmingham.gov.uk.

Headteachers are also advised to **immediately update the school's website with notification of the closure** as well as using text messaging and social media to keep parents informed.

BCC decision to close all its maintained schools due to severe weather

In extreme circumstances such as very heavy snowfall, the Director for Children and Families, in consultation with the Cabinet Member for Children, Young People and Families, **may** decide to close all schools and centres that are maintained by BCC.

The timing of the decision will be informed by an assessment of the conditions and forecast. It will also seek to prevent people making unnecessary journeys.

Headteachers and Heads of Centres will be notified of the decision via their school email. It will also be announced on the BCC website and through social media channels.

** Please note that these arrangements apply only to closures that are a result of severe weather. A decision to close for any other reason should be shared with S&GS by email to schoolclosures@birmingham.gov.uk.*

Academy decision to close due to severe weather

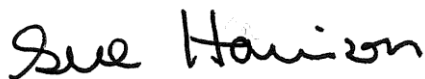
There is no arrangement in place which would result in all academies in Birmingham closing automatically once BCC decides to close all of its maintained schools.

Whilst we anticipate that most academies will wish to co-ordinate their decision making and take the same approach as BCC, it is important that academies make parents aware of their specific arrangements to avoid confusion.

Should any school/academy need to close for any reason, there would be an expectation that remote learning would take place now that procedures for this are well established in schools.

Thank you for your co-operation and please do not hesitate to contact S&GS at school.support@birmingham.gov.uk if you have any queries about these arrangements.

Yours faithfully



Dr Sue Harrison
Strategic Director for Children and Family Services

Emergency Closure of Schools and Centres – Useful telephone numbers/email addresses:

School Closures	schoolclosures@birmingham.gov.uk
School and Governor Support (S&GS)	School.support@birmingham.gov.uk
Acivico Emergency Repairs	Helpdesk@Acivicogroup.co.uk 0121 274 6425 8am to 4.30pm Monday to Thursday 8am to 3.30pm on Fridays Out of hours, calls made to this number are redirected to the Birmingham Control Centre.