**Closure and Bad Weather Policy**

We aim to provide Early Years Child Care during school term time however in extreme cases it may be necessary to close the pre-school at short notice.

Staff will always endeavour to travel in to work in bad weather conditions although, due to the location of the setting, staff safety is a priority.

If staff have concerns over travel they will contact the Pre-school Manager as early as possible to arrange cover.

In the event of the Manager being unable to arrange sufficient staff ratio cover, the decision will be made to close the setting.

Parents will be notified by either telephone or text message as soon as the decision is made.

Signed: .................................................................... Date: .............................

Chairperson