



Leigh Academy
MINSTER

Extreme Weather Procedures

On rare occasions, particularly in winter, the weather can be so severe that getting to and from Leigh Academy Minster becomes hazardous, with significant disruption present across local infrastructure and transport services.

The Academy's intention is to always remain open as we do not wish to disrupt students' learning; we also appreciate the difficulties school closure causes to working families. However, safety is our number one priority and we will always act in the best interests of students and staff.

The decision to open or close the academy will take into account the weather conditions at the time of making the decision, local forecasts, potential impact on public transport and accessibility of surrounding roads.

Extreme weather decision

PLEASE ASSUME THE ACADEMY IS OPEN IF THE ACADEMY WEBSITE OR LOCAL RADIO DO NOT ANNOUNCE OTHERWISE.

All families should consider the academy open unless they receive specific communication from the academy to notify them of a closure.

The academy will close only in extreme circumstances. Any decision to close the academy will be made by the Principal and/or Deputy Principal.

In the event of overnight extreme weather conditions affecting the opening of the academy, the Principal and/or Deputy Principal and Estates staff will make a full assessment of the site and a notice will be posted as early as possible on the academy's website. In addition, all families will be contacted wherever possible by MCAS, text or email about the academy's closure. It is vital that we have the correct mobile number and email address, and it is parents/ carers responsibility to notify the academy of any change of contact details or update these via the MCAS app.

If any students arrive at the academy unaware of the closure a member of staff (where possible) will be here to help. Students will be able to contact their families to make arrangements to return home.

Closure during the academy day

Should weather conditions deteriorate during the academy day necessitating an early closure, parents and carers will be notified via MCAS, text, and email, with updates also posted on the academy website and social media. If the site is deemed unsafe, all students and staff will be required to vacate the premises promptly and safely. As a full site closure requires all members of staff to leave, supervision cannot be maintained; therefore, it is essential that families have a contingency plan in place so students know exactly where to go and what to do

Communication to the academy

Following an academy closure, the academy phone line is likely to be very busy and it may not be possible to get through to all calls. The academy will endeavour to answer as many calls as possible during this peak period, and to support us in managing this increased volume we ask parents/ carers to look to contact their child's college directly.

To get in contact with your child's college to report an absence or for any general queries, please use the information below:

Johnson College	01795 358250 (Press 1 and then 1)	johnson@minster.latrust.org.uk
Wright College	01795 358250 (Press 1 and then 2)	wright@minster.latrust.org.uk
Cody College	01795 358250 (Press 1 and then 3)	cody@minster.latrust.org.uk
Hewlett College	01795 358250 (Press 1 and then 4)	hewlett@minster.latrust.org.uk

For general enquiries to the academy, families can get in contact with us using our central email address: info@minster.latrust.org.uk, or call our main switchboard on 01795 358250.

Remote Education Provision

Leigh Academy Minster is committed to providing the highest quality of remote learning for our students during periods of academy closure. In the event that the academy is unable to open, students will follow their usual timetable through the relevant Google Classrooms and are expected to attend/submit work for all lessons timetabled for that day.

We teach the same curriculum remotely as we do in the academy wherever possible and appropriate. However, we have needed to make some adaptations in some subjects. For example:

PE	Practical PE lessons will not be possible. The teacher will advise alternatives to ensure that the students are able to access the curriculum as best as possible. These alternatives will be posted on Google Classroom.
Food Technology	Practical Food Prep lessons will not be possible. The teacher will advise alternatives to ensure that the students are able to access the curriculum as best as possible. These alternatives will be posted on Google Classroom.
Design Technology	Practical aspects of Design Technology will not be possible. The teacher will advise alternatives to ensure that the students are able to access the curriculum as best as possible. These alternatives will be posted on Google Classroom.
Subjects using specialist software e.g iMedia	In instances where subjects make use of specialist software only available in school, the teacher will determine appropriate alternatives to try and minimise disruption to learning. This may include using alternative forms of software, or by rearranging the curriculum to cover this when the academy is able to reopen.
Subjects undertaking controlled assessments	In instances where controlled assessment (NEA) is being undertaken, subjects may need to make some variations to the plans as it may not be possible for students to continue with the work.

If the academy has to close mid-day to send students home, then further instructions for that particular day will be given at the time.

We use Google Classroom to set all materials and assignments so that students can follow their usual timetable remotely. All students have their Google Classroom login codes and have been added to each of their subject classrooms. This software allows students to complete their work, receive feedback from their teachers, and ask any questions they might have. During academy closure, A student guide to Google Classroom can be found [here](#).

Our Remote Education Policy can be found [here](#) with more information.