



DOHA
BRITISH
SCHOOL

AIN KHALED

Unforeseen School Closure Policy



Last Review: September 2023

Next Review: June 2024

Reviewer: Policy Committee





1. Purpose

The purpose of this policy is to define the potential considerations for school closure and to outline the steps to be taken to ensure that the closure, and subsequent re-opening of the school, is communicated effectively to staff and pupils.

2. Scope

The policy applies to circumstances under which the school must close for an unforeseen reason.

3. Definitions

An unforeseen circumstance includes threats to the health and safety of pupils and staff.

4. Policy Statement

The Principal of Doha British School, Ain Khaled, Wakra and Rawdat Al Hamama, will make every effort to keep the school open. However, in the event of an unforeseen circumstance which would make it unsafe or impossible for staff and pupils to use or access the school the school may be forced to close.

The key issue when considering whether to close the school is the safety of the pupils and staff. This decision will be made by the Principal with the guidance of the School's Board of Governors and Qatar's Supreme Education Council.

The following factors will be taken into account when deciding whether the school should be closed:

- The safety of the site for pupils, staff and visitors.
- The ability of pupils to get to school.
- The ability of staff to get to school. Staffing levels must be sufficient to provide appropriate cover and supervision.
- The ability of pupils to get home at the end of the school day. If the weather changes in the course of the day, the school may be forced to close earlier than normal.
- The adequacy of on-site supplies and utilities, e.g. water, and the resilience of infrastructure, e.g. cooling systems.

It is imperative that group email is not relied upon for all staff: some particular groups do not have regular access to school email (e.g. Teaching Assistants, site staff). If in doubt, ensure contact is made by telephone. It is the responsibility of each staff member to note the relevant telephone numbers for the staff who they are contacting.

5. Related Documents

DBS VLE Learning Policy - Secondary School
DBS VLE Learning Policy - Primary School
Crisis Management Policy



Thank you