**Emergency Closure Policy - Tiddlywinks Nursery** AIM We aim to inform staff and parents immediately if we are unable to open due to an emergency. Staff and parents will be informed by phone, text or email except in extreme bad weather conditions, Tiddlywinks will always follow local school closers. If we have an emergency when the nursery is open we will follow the emergency evacuation for the fire drill procedures.

 **The welfare of the children is paramount. We will implement the emergency closure in the follow events:-**  • Extreme bad weather • No heating and hot water • Fire damage • A bereavement • Incident on nursery premises • High levels of sickness among staff and children • Notifiable diseases which is listed on tapestry.

 If there is an outbreak of any of the listed notifiable diseases we will inform Ofsted and act on advice from the Health Protection Agency. Procedures in place for an emergency closure:- • Staff are aware of their roles in an emergency evacuation. Sue or Chloe will inform parents when the nursery is reopened

**In the event of an emergency closer full fees will be due as normal for up to two weeks of closure.**

**Susan Emeny and Chloe Hall February 2023**