Early Departure [Weather Event / Flooding] Policy

In the event of weather conditions that may cause local flooding the local bus operators will make a decision as to whether the buses will leave local schools prior to 3pm. Please find below our schools processes that will be followed in these circumstances.

1. The bus company will advise the school of the need for Early Departure.

2. School staff will contact parents/caregivers of all students that travel to school by bus. Parents/caregivers will need to give consent for their student to leave early via bus.

3. In the event that parents/caregivers cannot be contacted we will try to make contact with the emergency contacts listed on your students enrolment information and we will ask that they make a decision as to whether the student travels home by bus or stays in town (at school until 3pm)

4. No student will be sent home from school early without contact with a parent/caregiver or emergency contact.

5. Students that do not travel by bus will remain at school until 3pm.

**Please note:** This school will not close unless directed by the Department of Education & Training.

If parents/caregivers believe their normal route to school could be affected by flooding they should use their own discretion as to whether to send their students to school. Please advise the school of any student absence via the normal processes. [Student absence line 5422 4360]