

# Heywood Community School

## Contingency Plan for School Closure




### Contingency plan setting out the school's arrangements for making up for lost time due to prolonged unforeseen closures.

1. The following contingency arrangements apply where the school has closed for an unforeseen prolonged period. The below are options the school may follow due to forced school closure caused by inclement weather:
  - The school should, in the first instance, quantify the number of school closure days that have occurred.
  - The school should, in consultation with the principal and teachers, assess the effect of the loss of tuition and identify any shortfalls that have occurred because of the unforeseen closures. This includes identifying subject-specific loss of tuition time for Senior Cycle classes
  - The school should consult with the principal and teachers with a view to ensuring that the curriculum for each class/year group can be completed before the end of the school year. Subject to consensus, any changes to normal practice that can be made to facilitate such work should be put in place. A non-exhaustive list of possible examples of how this might be achieved include:
    - Prioritising tuition over other non-tuition activities
    - reducing where possible the length of mock/house examinations
    - consideration of whether learning in the classroom should be prioritised over school tours, etc.
    - Ensuring examination and transition year classes attend all classes to the end of May.
    - Identifying if exam classes can occur during non-exam periods.
    - Facilitating supervised study for students on non-school days.
    - Extra classes outside of the school day.
  - If necessary, the school should review the school calendar with a view to identifying any available discretionary days that the school had planned to close that could be made available to make up for the loss. In this regard, the school should consider the need to provide adequate notice of any changes to the school calendar to pupils/students, parents, and staff.
  - In cases where a school has been affected by prolonged school closures for example due to severe weather, and where the school considers that the above measures will not adequately address the loss in tuition involved, the school authority may, having established what arrangements for school transport may or may not be feasible if other schools are remaining closed, decide to implement either or both of the following contingency arrangements:
    - The February mid-term break may be reduced by up to three days, subject to the requirement that all schools must be closed on Thursday and Friday of the week in which this break falls

2. The school's arrangement to communicate and make available its contingency plan is to publish the current plan via Tyro and communicate regularly with families via Tyro of changes to the school calendar.

This contingency plan was completed by the school Board of Management on Tuesday 21<sup>st</sup> April 2026

Signed:  \_\_\_\_\_  
Chairperson, board of management

Signed:   
Secretary to board of management

**Date: 21-04-26**