

## **Pre-Open Emergency Closing** (before your children are due to arrive)

\_\_\_ How I will make the decision to close:

\_\_\_ I will make the decision to close by \_\_\_\_\_ o'clock

\_\_\_ How I will let staff know:

\_\_\_ How I will let parents know:

\_\_\_ How I will make the decision when to re-open:

## **After-Open Emergency Closing** (after your children are there)

\_\_\_ How I will make the decision to close:

\_\_\_ I will make the decision to close by \_\_\_\_\_ o'clock

\_\_\_ How I will let staff know:

\_\_\_ How I will let parents know:

\_\_\_ How I will make the decision when to re-open: