

Dance Focus Academy

Extreme Weather & Emergency Closure Policy

School / Studio	Dance Focus Academy
Policy owner	Jade Fitchett
Date adopted	1/8/2026
Review frequency	Annually, or sooner if legislation/guidance changes
Next review due	1/8/2027

1. Purpose

This policy explains how decisions are made about closing the school, or individual classes, due to extreme weather (such as snow, ice, flooding, or extreme heat) or other emergencies (such as power cuts or loss of premises access), and how families will be informed.

2. Decision-Making

The decision to close is made by Jade Fitchett, taking into account the safety of pupils and staff travelling to and from the venue, the condition of the venue itself (heating, power, access), and any official warnings issued (e.g. Met Office weather warnings, local authority advice).

Where possible, a decision will be made and communicated at least two hours before the affected class. In fast-changing situations, this may not always be possible.

3. Communication

Closure information will be sent via e-mail / text (if possible) / class manager and posted on the school's website social media. We will endeavour to use as many communication methods as possible to ensure the information is readily available to all. Parents/carers are asked to ensure their contact details are kept up to date.

4. Extreme Heat

During periods of extreme heat, classes may include adjusted timings, additional water breaks, modified activity levels, and advice to pupils on appropriate clothing and hydration, rather than automatic cancellation.

5. Make-Up Classes and Refunds

Where the school cancels a class due to weather or an emergency, we will offer, at our discretion, either a make-up class, a credit towards future fees, or a pro-rata refund. Cancellations made by a family due to weather conditions in their local area are treated as an absence and are not refunded, in line with our Payment Policy.

6. Pupil and Staff Safety

No pupil or member of staff should feel pressured to travel in conditions they consider unsafe. Parents should use their own judgement about whether it is safe to travel, even where the school remains open.

7. Review

This policy is reviewed annually.