



Authorities Delegation of Principal for School Closure

The Thames High School board of delegates authority to the principal to close Thames High School for a period of up to three (3) days, at their sole discretion in an emergency, if it is undertaken in accordance with the criteria and responsibilities listed below.

1. Emergency closure criteria (not an exhaustive list):

- a) any natural disaster;
- b) threat that when in consultation with police / authorities is considered serious risk;
- c) chemical spills / gas leaks where life / wellbeing could be threatened;
- d) when a state of emergency has been declared (local or national);
- e) when unforeseen events (weather, socio-cultural, plant and equipment malfunction) escalate at such a pace that life and/or property are in imminent danger.

2. The principal's responsibilities:

- a) Prior to making a decision, consult as appropriate with the school senior leadership team, local / regional / national authorities, service agencies (MetService, Waka Kotahi, etc).
- b) Notify the presiding member immediately of a decision to close.
- c) Monitor and evaluate the situation and make a recommendation to the board for the school's extended closure (if needed).
- d) Establish clear communication for notifying parents, staff, students, the Ministry of Education and other stakeholders of an emergency school closure.

3. Once activities have returned to normal, undertake a review of the closure process followed and report to the Board.

Presiding Member

On behalf of, and with the authority of, the School Board on

February 2024

