

## **CLOSURES/HOLIDAYS POLICY**

Fees must be paid regardless of sickness, holidays and Primrose Hill Closure Days (Should your child's attendance fall on one of these).

Primrose Hill will be closed on the following dates:

New Year's Day

Good Friday

Easter Monday

Easter Tuesday

May Day

12<sup>th</sup> July (2 days)

Christmas Eve

Christmas Day

Boxing Day

### **Exceptional Closure Days (Primrose Controlled)**

Primrose Hill reserves the right to apply exceptional closure days. We aim to notify all parents and staff at least 2 weeks prior to closing, if circumstances allow. Fees may be required to be paid for these exceptional closure days, this will be dependent on circumstances.

In accordance with current government guidelines any staff forced to use holiday leave for exceptional closure days will be notified before double the number of days required. For example, 2 exceptional closure days requires 4 days' notice to staff.

### **Exceptional Closure Days (Non-Primrose Controlled)**

If Primrose Hill is forced to close due to reasons outside its control fees, may still need to be paid. The decision will be made on a case-by-case basis. For example, Infectious Disease closure by government and will be dependent on support given to supplement costs incurred.

Staff forced to take exceptional closure days outside Primrose Hill's control will be dependent on aid given too.