

## Alternative accommodation Policy



Dynamic Ducks are aware that in extremely rare circumstances Rickmansworth Park School may require the use of the school hall for a short period of time when [Dynamic Ducks](#) would normally have full use of the same.

In such circumstances Rickmansworth Park School should inform Dynamic Ducks 24-48 hours (or as soon as possible) prior so an alternative room/classroom and toilet facilities can be made available and a Contingency plan/Risk Assessment will then be drawn up and will state the advised procedures for that day.

### The Manager will:

- Notify Parents accordingly if drop off or collection is affected.
- Notify Staff.
- Notify the children.
- Complete a Contingency Plan
- The Contingency Plan will include all contingency procedures and arrangements.

This policy was adopted by: <a href="#">Dynamic Ducks Ltd</a>	Date: April 2024
To be reviewed: April 2025	Signed: <a href="#">E Wilkinson- Duck</a>

*Written in accordance with the Statutory Framework for the Early Years Foundation Stage (2024)*