



the new montessori pre-school

**The Methodist Church, Tarring Road, Worthing BN11 4ET**

Call: 01903 535 412 Email: [info@thenewmontessoripreschool.org.uk](mailto:info@thenewmontessoripreschool.org.uk)

### Policy for Disaster

"If you plan it you can control it"

(Suitable premises, environmental and equipment)

To ensure the smooth running of our pre-school it has been agreed:

#### Computer Failure

- In the event of our computers having difficulties - being hacked etc all computers will be turned off and management will await a specialist computer person to deal with the problem.
- In the event of our internet server going down and wages needs to be authorised. It has been agreed that one of the Management would leave our building to use another computer/home/library to authorise wages.

#### Industrial Action

- In the event of a Flood/Snow or an Act of God our pre-school will close to ensure our building and equipment are safe for the children to return to.
- In the event of no electricity/heating our pre-school will endeavour to have the problem fixed and working prior to our pre-school opening.
- In the event of a Fire, our pre-school follows closely our Fire policy, procedure and plan for evacuation.
- In the event of an industrial/commercial bonfire or garden bonfires/smoke polluting our air for breathing our pre-school will not allow our children in our garden area. If the smoke comes into our pre-school we would strive to clear the smoke prior to ringing the parents to collect their children.

#### Pandemics

In the event of our pre-school developing a pandemic our staff would follow the relevant procedures.

If our pre-school should need to be evacuated, children and staff will move onwards to Victoria Park near Heene Road, Worthing

In Big emergencies Heene school and St Marys agree to allow us in their building until we can contact parents.

Charity Number 1086853  
Company Number 3908382  
[www.thenewmontessoripreschool.org.uk](http://www.thenewmontessoripreschool.org.uk)



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